

TUOLUMNE COUNTY COMMUNITY RESOURCES AGENCY



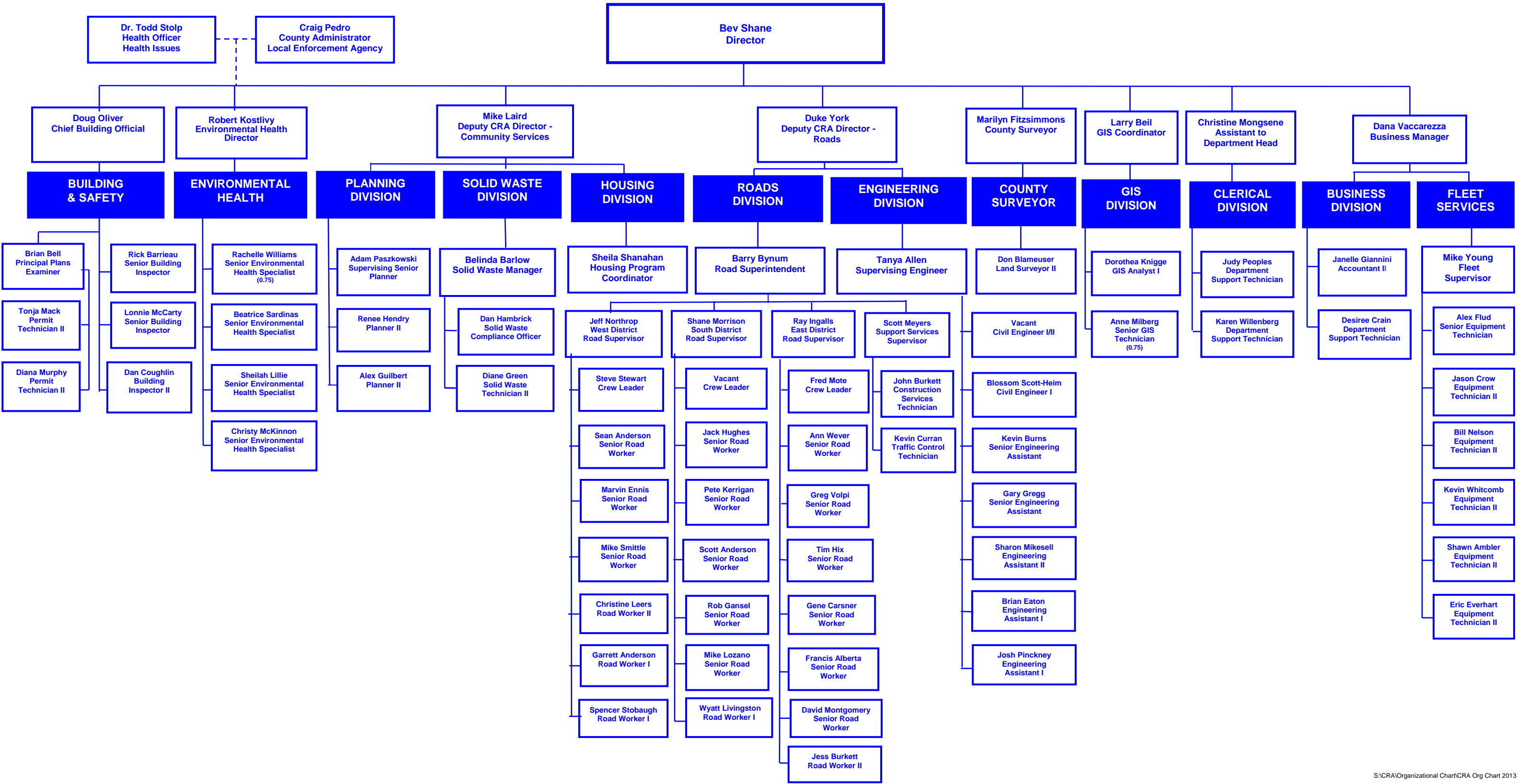
ANNUAL REPORT 2013

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**TUOLUMNE COUNTY COMMUNITY RESOURCES AGENCY
ORGANIZATIONAL CHART
2013**



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PUBLIC INFORMATION CENTER



Pictured from left: Permit Technician Tonja Mack, Building Inspector Rick Barrieau, and Permit Technician Diana Murphy

The Public Information Center is the primary hub of activity for the Community Resources Agency and provides a comprehensive information gathering experience for all who enter. The “Counter,” as it is commonly referred to, is staffed by personnel from the Building and Safety, Engineering, Environmental Health, Housing, GIS, and Planning Divisions and from the Tuolumne County Fire Department. It is the first stop for those wishing to speak to staff members not typically available at the counter.

The Community Resources Agency is proud of its reputation for providing “outstanding, exceptional, and friendly” customer service in an efficient, helpful, and respectful manner. Diana Murphy and Tonja Mack, the Agency’s Permit Technicians, are typically the first to greet visitors at the Counter and do everything possible to ensure that they leave with the information they sought and a smile on their faces. They receive support from their coworkers from the Divisions referenced above, and, during much of 2013, from Christine Leers, a temporarily reassigned Road Worker, who has provided much appreciated assistance.

Those who assist at the Counter respond to a vast variety of questions every day and offer information pertaining to a wide array of issues, including zoning districts, permitted land uses, General Plan land use designations, Williamson Act and Mills Act Contracts, building, fire, and health code requirements, food facility permits, body art regulations, hazardous materials, solid waste events, environmental health programs, housing loan programs, substandard housing, application review process, code compliance, encroachment permits, transportation permits, road maintenance, capital road projects, and grading and drainage issues.

Frequently requested documents and information include land use development application forms, instructions for various types of applications, General Plan text and land use diagrams, environmental documents, and information regarding Commission and Committee meetings. These documents are also available on the Tuolumne County website at www.tuolumnecounty.ca.gov.



Pictured from left: Permit Technician Diana Murphy, Road Worker Christine Leers, and Permit Technician Tonja Mack

APPLICATION PROCESSING



**Permit Technicians
Tonja Mack and Diana Murphy**

One of the primary functions of the Community Resources Agency is that of reviewing land use applications, which are submitted for new development and for improvements to existing development. The table located at the right itemizes the 1,783 applications that were processed by Staff in 2013, and shows a decrease of 106 when compared to the 1,889 applications processed in 2012. Details regarding the application process for specific Divisions are located in the various sections of this report.

Staff also reviews a number of non-land development related applications, including those for fictitious business names, State Department of Alcoholic Beverage Control (ABC) licenses, Mills Act contracts, Special Event Permits, Abandonments, Lot Line Adjustments, and Demolition Permits.

Community Resources Agency Staff continued to benefit from the various elements of the CRW Permit Management and Tracking system, which include ProjectTrak, PermitTrak, LandTrak/GIS, CodeTrak, and MobileTrak. Because of its reporting and tracking capabilities, the Building Inspectors have found the MobileTrak module to be particularly beneficial when conducting their inspections. The program allows staff to better manage applications and activities from start to close and enhances their ability to share information with their coworkers, other agencies, and members of the public.

Type of Application	Number
Building Permits	1,277
Encroachment Permits	58
Grading Permits	34
Water Well Permits	90
Septic System Permits	173
Agricultural Preserve Alterations	-0-
Conditional Use Permits	11
Design Review Permits	10
General Plan Amendments	7
Parcel Maps - CEQA Review	3
Parcel Maps - CEQA Exempt	70
Planned Unit Development Permits	-0-
Site Development Permits	1
Site Review Permits	4
Subdivision Maps	1
Variances	2
Williamson Act Contracts	2
Zone Changes	10
Pre-Application Reviews	2
Other Projects	28
TOTAL	1,783

**From left:
Road Worker Christine Leers,
Building Inspector Rick Barrieau,
Environmental Health Director
Rob Kostlivy, Permit Technicians
Tonja Mack and Diana Murphy, and
Housing Coordinator Sheila Shanahan
providing "Gold Standard" customer
service to the public.**



BUILDING AND SAFETY DIVISION

In 2013, construction activity decreased slightly with a total of 1,277 Building Permits being issued, some of which are referenced in the table below. Permit issuance was down 44 from last year's total of 1,321, with construction of new single family residences holding steady with 33. Permits for new commercial construction increased by 33%

In 2013, there were many changes in the Building and Safety Division. Senior Building Inspector Lane Manuel resigned early in the year to work in the Bay Area. In order to manage the workload while hiring a replacement, the Division took the opportunity to implement new streamlined

Comparison of Building Permits Issued for New Structures

Year	Single-Family Residential	Multi-Family Residential	Mobilehomes	Commercial
2009	49	0	24	15
2010	52	1 building/2units	6	9
2011	44	0	16	16
2012	34	0	14	6
2013	33	0	19	9

permit processes, such as Batch Permits and Electronic Inspections. Under the Batch Permit program, contractors can obtain multiple permits under their licenses and use them as they need to as projects become available. This saves the contractors time in traveling to the Building and Safety Division each time they need a permit. In addition, many of the permit types under this program qualify for Electronic Inspection. The contractors can take pictures of the work in progress and email them to our inspectors for verification that the work was done correctly. In September, the Building and Safety Division hired Building Inspector II Dan Coughlin to fill the vacancy created by Lane Manuel's departure.

The Building and Safety Division has established target time frames, as shown in the table located to the right, in which to review construction plans and process Building Permit applications.

Although the plan review staff maintained 90% effectiveness at maintaining the target time frames for the first 6 months of the year, a rush of permits in response to the update of the California construction codes, coupled with large commercial project submittals late in the year, caused a significant workload increase. As a result, target time frames could not be met from July through December. More streamlining was coordinated in order to save time, including expanding over the counter permits to include generator and roof-mounted solar installations. Roof mounted solar installations were also included in the Batch Permit Program.

Permit Application	Target Time (work days)
New Residence	15
Remodel/Additions	15
Accessory Structures	10
Solar System	10
New Building	20
New Shell	20
Commercial Repairs	10
Tenant Improvement	10

Building Inspection Comparison

Inspection totals decreased in 2013 by 6%. The majority of the inspection activity was centered on residential additions, remodels, and accessory structures.

MONTH	2009	2010	2011	2012	2013
January	522	357	354	543	350
February	394	331	301	427	234
March	454	350	297	364	305
April	505	308	385	359	426
May	459	422	397	509	460
June	576	425	447	483	433
July	538	478	493	484	526
August	492	536	569	539	452
September	548	552	493	487	532
October	490	459	475	561	654
November	415	384	454	394	471
December	327	234	356	303	327
TOTAL	5,720	4,836	5,021	5,453	5,145



Education and Certification

The State of California requires that Building Department Personnel, including the Chief Building Official, Plans Examiners, and Building Inspectors, pass the International Conference of Building Officials (ICBO) tests and complete 45 hours of training every three years, and that the continuing education be related to the enforcement of Title 24 of the California Code of Regulations. The Building and Safety staff members have received the following certifications:

Chief Building Official Doug Oliver:

- AA Degree in Building Technology
- California Building Official Credential CALBO
- Building Inspector ICBO
- Building Inspector IBC
- Plumbing Inspector ICBO
- Residential Mechanical Inspector ICC
- Residential Electrical Inspector ICC

Principal Plans Examiner Brian Bell:

- Plans Examiner UBC/IBC
- CABEL Residential/Commercial Energy Plans Examiner
- Certified Accessibility Specialist
- Certified Plans Examiner CALBO
- Certified Building Official Credential CALBO
- California Codes Credential CALBO
- Casp Certification DSA

Permit Technician Tonja Mack:

- Permit Technician ICC
- Permit Technician Credential CALBO

Senior Building Inspector

Lonnie McCarty:

- Plans Examiner ICC
- Building Inspector ICC
- Concrete Special Inspector ACI
- Residential Electrical Inspector ICC

Senior Building Inspector Rick Barrieau:

- Building Inspector ICC
- Residential Building Inspector ICC
- Plumbing Inspector IAPMO
- Residential Electrical Inspector ICC
- Residential Mechanical Inspector ICC
- Plans Examiner ICC (CA)

Building Inspector II Dan Coughlin:

- Building Inspector ICC
- Plumbing Inspector IAPMO
- Mechanical Inspector IAPMO
- Residential Electrical Inspector ICC
- Plans Examiner (IBC)

Permit Technician Diana Murphy:

- Permit Technician Credential CALBO

The Insurance Service Office (ISO) grades the County's fire protection services and reviews the Division of Building and Safety as one of many factors in establishing a rating for insurance purposes. As of December 2013, the ISO has awarded Tuolumne County a rating of 3. This is one of the highest ratings ISO awards. One of the factors used to establish these ratings is the certification of the Building Inspectors and the training they receive. The Chief Building Official and Principal Plans Examiner have accrued over 16 hours of disabled access training. Under the ISO guidelines, training should be provided as indicated in the table located above. Incentives are provided by the County for continuing education, outside training, and certification of inspectors.

ISO Recommended Annual Training			
Administration	12 hours	Legal	12 hours
Mentoring	12 hours	Technical	60 hours

Code and Regulations

The Building and Safety Division is mandated by State Law to enforce the following Codes and Regulations:

- The California Building Code, Volumes 1, 2
- The California Residential Code
- The California Mechanical Code
- The California Plumbing Code
- The California Electrical Code
- The California Green Building Standards Code
- The California Energy Code
- The California State Historical Building Code
- California Code of Regulations, Title 25 Housing and Community Development Chapter 2, (Mobile Home Parks Act)



Back Row Left to Right: Road Worker Christine Leers, Chief Building Official Doug Oliver, Building Inspector Lonnie McCarty and Principal Plans Examiner Brian Bell

Front Row Left to Right: Permit Technician Diana Murphy, Building Inspector Rick Barrieau, Permit Technician Tonja Mack, Building Inspector Dan Coughlin

BUSINESS DIVISION

The Community Resources Agency (CRA) Business Division is responsible for providing accounting and financial services to the numerous divisions that comprise the agency. The Business Division staff consists of a Department Support Technician, an Accountant II, and a Business Manager who provide administrative and financial support to approximately 77 CRA employees across 12 divisions representing 8 separate County budget units. The Business Manager also supervises the Fleet Services Division.

The Business Division staff perform many accounting and financial functions for the CRA. Cash receipts are recorded and deposited on a daily basis, and invoices for goods and services are processed weekly for prompt payment to vendors. The Business Division also maintains the cost accounting management system for the Road Fund and Fleet Services, prepares and monitors budgets, administers requests for proposals and agreements, and prepares reports for management, state and local government entities, as well as the County Board of Supervisors.



*Business Division Staff, from left:
Department Support Tech Desiree Crain,
Accountant Janelle Giannini, and Business
Manager Dana Vaccarezza*

In addition to providing support services to CRA employees, Business Division staff also works directly with the public and other County agencies regarding road related issues and requests. Business Division staff log requests and utilize a radio communication system to dispatch the appropriate road crews or personnel to resolve the reported issues. Outstanding customer service, whether the customer is a member of the public or another County employee, is a primary focus of the Division.

CRA FINANCIAL RESULTS FISCAL YEAR 2012-2013		
	Revenues	Expenditures
General Fund	\$ 1,419,000	\$ 3,291,000
Road Fund	\$ 5,423,000	\$ 6,179,000
Capital Projects	\$ 2,333,000	\$ 1,651,000
Solid Waste	\$ 1,627,000	\$ 1,025,000
Fleet Services	\$ 793,000	\$ 791,000
Total	\$11,595,000	\$12,937,000

In the fiscal year ended June 30, 2013, the total revenue and expenditures for the combined CRA budget units totaled approximately \$11.6 million and \$13 million, respectively. The financial structure and accounting requirements of the agency are complex due to the multiple fund types that are represented by each of the 8 budget units – General Fund, Special Revenue Road Fund, Capital Projects Fund, Solid Waste Enterprise Fund, and Fleet Services Internal Service Fund. Funding for the CRA is provided by sources such as Federal and State Road funds, permit and user fees, inter-fund revenue from other County departments, and grants. Accurately accounting for expenditures that are in compliance with funding requirements is a primary responsibility of the Business Division.

CODE COMPLIANCE PROGRAM

In March of 2012, the Board of Supervisors adopted Ordinance 3195, amending Chapter 1.10 of the Tuolumne County Ordinance Code, relative to Code Compliance. This ordinance completely revised the code compliance process by streamlining the notification requirements and introducing more effective enforcement options. Due to staffing reductions, the Board of Supervisors has determined that code compliance is a low priority unless it is a public health hazard. As a result of the County's low enforcement ability and poor economic factors in the community, violations related to work without permits and solid waste complaints have dramatically increased. However, due to the procedures established by Ordinance 3195, compliance after violations have been discovered has improved and cases are being closed at a faster rate. Below are tables identifying the code compliance activities of each enforcement Division in the Community Resources Agency. Substandard Housing violations are broken into structural violations (building violations) and sanitary hazards (environmental health violations).

2013 Code Compliance Complaint Totals	
Planning	86
Environmental Health	82
Solid Waste	147
Building and Safety	208
Engineering	6
Total Reported Violations	529

Zoning Violations	
RV Used as Residence	27
Home Occupation	11
Zoning/Permit Violations	16
Easement Obstruction	5
Others	27
Total	86

Environmental Health Violations	
Liquid Waste/Septic	30
Septic Install w/o Permit	1
Water Quality/Well	2
Others	49
Total	82

Engineering Violations	
Grading Without a Permit	5
Encroachment Without a Permit	1
Others	0
Total	6

Building Violations	
Construction without a permit	158
Substandard Housing/ Dangerous Buildings	43
Others	7
Total	208

Solid Waste Violations	
Illegal Dumping	37
Premises Violations	108
Others	2
Total	147

Code Compliance Process



The code compliance process begins when a complaint is received either verbally or in writing. Each complaint is recorded and given a control (case) number. A site inspection is then conducted to determine if a violation exists. If no violation is confirmed, then the case is closed. If a violation is confirmed, appropriate actions are taken to mitigate the violation and bring the property into compliance with County Codes.

Through the adoption of Ordinance 3195, the notification and penalty processes have been streamlined. An Opportunity to Correct notice is now issued for all violations of the Tuolumne County Ordinance Code. The Opportunity to Correct explains the violation, describes the actions necessary to correct the violation, and provides a reasonable amount of time for the owner to bring the property into compliance. If the property is brought into compliance, there are no penalties or abatement costs assessed against the responsible party. If the property is not brought into compliance within the appropriate time frame, a Notice and Order will then be issued for failure to comply that includes a penalty and abatement costs for the County to recover its costs in processing the case. If the violation persists after the Notice and Order, a Final Abatement Order is issued with additional charges. These fees can be assessed against the parcel by the County if the violation is not corrected or the fees are not paid. Compared to the previous Code Compliance Ordinance, this process removes two notification steps, saving several hours of processing for each case managed by our Agency.

Once a Notice and Order has been issued, the property owner may file a written request for an appeal hearing if he or she believes they are not in violation of County Codes. The appeal hearing is limited to determining whether or not a violation exists; the amount of the penalty may not be negotiated. However, the property owner can seek relief from the penalty by filing a written request with County Counsel who serves as the County's Code Compliance Officer.

The average range of time from receipt of a complaint to achievement of compliance is 15 to 30 days. Some violations have been resolved in as few as two (2) days while others that require more involved plans or permits may take 30 to 60 days. Cases that are subject to an appeal hearing require additional processing time.

Tuolumne County Community Enforcement Team

The Tuolumne County Community Enforcement Team (TCCET) continued to be an integral part of the County's code compliance program in 2013. The TCCET is comprised of representatives from the Sheriff's Department, Child Welfare Services, Animal Control, Fire Prevention Division, Environmental Health Division, Adult Protective Services, Solid Waste Division, Building and Safety Division, and Planning Division who work together to coordinate the enforcement activities of the various County agencies by identifying locations with multiple violations.

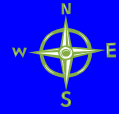
The TCCET meets on an as-needed basis and actively participates in joint inspections and exchange of information. Task Force Cooperation has led to the successful abatement of three (3) substandard dwellings this year. The TCCET plans to continue its efforts as long as staffing and funding are available.

The TCCET appoints an Incident Commander for the purpose of coordinating group enforcement. Chief Building Official Doug Oliver continued to hold this position for 2013.



Abatement of substandard housing on Ninth Avenue, Jamestown

COUNTY SURVEYOR'S OFFICE



The County Surveyor's Office is located on the third floor of the ANF Building. Staff is currently comprised of two licensed Professional Land Surveyors, Marilyn Fitzsimmons, who is the County Surveyor, and Donald Blameuser, Land Surveyor II. Desiree Crain, a Department Support Technician, assists the Surveyor's Office on a part-time basis. She performs clerical duties and provides research and counter support.

Pictured: Desiree Crain, Department Support Technician, Marilyn Fitzsimmons, County Surveyor, and Don Blameuser, Land Surveyor

FUNCTION AND RESPONSIBILITY

The County Surveyor's Office is responsible for the performance of duties and tasks as prescribed and mandated by State Law and County Ordinance. Examination of maps prior to their recording and maintaining an index of all maps and related survey information are some of the mandatory responsibilities. Pursuant to County Ordinance, the County Surveyor's Office is also responsible for receiving and processing the following applications:

- Tentative Parcel Maps
- Resubdivisions and Mergers
- Boundary Line Adjustments
- Certificates of Compliance
- Dedications of Public Easements for roads, utilities, and drainage
- Vacation of Public Easements for roads, utilities, and drainage

Map Examinations

All Final (Subdivision) Maps, Parcel Maps, Records of Survey maps and Corner Records are submitted to and examined by the County Surveyor's Office. They are examined for technical and mathematical accuracy, compliance with mapping standards, the State Land Surveyors Act, the Subdivision Map Act, and County Ordinance. The office received 74 survey maps for examination in 2013. Many of the maps are comprised of multiple pages.

The County Surveyor's Office staff interacts daily with private Land Surveyors, Title Companies, Realtors, Attorneys, private property owners, public agencies, and other County departments to provide assistance regarding surveying and land issues. Our expertise in surveying and extensive knowledge of the survey history of Tuolumne County is relied upon by all of these entities.



Don Blameuser performing calculations



Map and Survey records

We house, index and provide copies of survey and mapping records such as:

- Record maps (i.e. Subdivision maps, Parcel maps, etc.)
- Surveying records in the form of original field books of early surveyors and unrecorded maps.
- Original field notes and plats of Public Lands Surveys, Mineral Surveys, and Townsites.

House Numbering & Building Permits

The County Surveyor's Office staff also manages the House Numbering division. House Numbering is responsible for assigning house numbers in accordance with the County Uniform Property Numbering system to protect the health, safety, and welfare of those who live and work in the County. The system enhances the ability of emergency vehicles to respond to calls, provides for an orderly election process, and expedites postal and other delivery services in locating businesses and residences.

House numbers are issued during the building permit process. The County Surveyor's office reviews building permit plot plans to confirm that the correct dimensions, easements and record information are shown and assign the appropriate house number. We also review the property for compliance with subdivision regulations.

This year House Numbering successfully completed the task of defining, readdressing and notifying those properties affected by the opening of the Stage II State Highway 108 Bypass. The bypassed portion of State Highway 108, now named Mono Way, and the revised alignments of Argyle Road and Tin Man Road created the need for new addresses of properties that were once addressed off Highway 108. This address data was also provided to the US Postal Service Address Management Division, Emergency Services, and Public Utility Companies.



Don & Marilyn discuss a house-numbering problem

Field Surveys

The County Surveyor's Office, as authorized by the Board of Supervisors, surveys lands owned by the County of Tuolumne. We also provide survey support for Capital Projects and Road rights-of-way. Our ability to provide field surveys is currently debilitated due to the shortage of field staff.



Jamestown Mine

PROJECTS IN 2013:

- Law and Justice Center
- Cabezut Road Medical Building
- Twain Harte Pool
- County Library Property
- Preston Lane Easement acquisition: Legal Description preparation
- Jamestown Sidewalk Improvement Project: Right-of-way research and assistance.
- Buchanan Road Improvement-Federal Highways project: Right-of-way and Legal Description review.
- Hetch-Hetchy right-of-way research and mapping.

We also assist the Road Division throughout the year as we respond to calls from the field for verification of right-of-way widths and other easement information. County roadway easements vary greatly in width and many of our roadway easements are prescriptive in nature. The Road Supervisors rely on us to provide them with the correct right-of-way information.

2013 APPLICATIONS AND MAPS PROCESSED	TOTAL
Tentative Map Applications	4
Tentative Parcel Maps Approved	3
Lot Line Adjustment, Merger & Resubdivision Applications	71
Maps received for examination	74
Parcel Maps Recorded	55
Records of Survey Recorded	16
Subdivision Maps Recorded	0
Certificates of Compliance	3
Corner Records	4
Legal Description examinations	7
Easement Abandonments, Dedications & Road Names	6
Building Permit Reviews	523

ENGINEERING DIVISION

The Engineering Division is responsible for the Capital Improvement Program (CIP) for the County's maintained roads. The purpose of the CIP is to systematically plan, schedule, manage, monitor and finance capital projects to ensure cost effectiveness as well as conformance with established policies. The CIP reflects a balance between capital replacement projects that repair, replace or enhance existing facilities, equipment or infrastructure, and capital facility projects that significantly expand or add to the County's existing fixed assets.



Engineering Staff, from top left: Engineering Assistant Gary Gregg, Department Support Technician Desiree Crain, Engineering Assistant Brian Eaton, Supervising Engineer Tanya Allen, Civil Engineer Blossom Scott-Heim, Engineering Assistant Kevin Burns, Special Districts Coordinator Sharon Mikesell, Deputy CRA Director Duke York, and Engineering Assistant Josh Pinckney

As listed in Section A, the County has completed four (4) major projects or assisted other divisions in construction with a combined value of approximately \$1.57 million.

SECTION A		
Capital Improvement Program (CIP) Projects - Construction Completed		
Contract No.	Project Title	Completed Construction Cost
1652	Lime Kiln Road Reconstruction	\$527,676.22
1640	Special Districts Pavement Rehabilitation 2012	\$645,418.42
1669	Jamestown Landfill Post Closure Maintenance	\$12,750.00
1653	Special District Maintenance	In progress
1459	Ackerson Creek Crossing Replacements	\$388,150.00

Section B contains a list of all projects being designed and planned to start construction in calendar year 2014. The nine (9) projects are valued at \$2.34 million.

SECTION B		
Capital Improvement Program (CIP) Projects - 2014 Construction Projects		
Contract No.	Project Title	Anticipated Construction Cost
1572	Jamestown Sidewalks Project	\$777,000
1658	Woodhams Carne Road Reconstruction	\$499,630
1621	Retrofit Regulatory and Warning Signs	\$258,030
1659	Lyons Bald Mountain Chip Seal	\$2,611
1660	Tuolumne Road North Chip Seal	\$187,164
1661	Yankee Hill Road/Jackson Street Chip Seal	\$72,125
1633	Signalization of Tuolumne Road at Standard Road	\$495,000
TBD	Pinecrest Transfer Station Parking Lot Improvements	\$26,278
1664	Preston Lane Sidewalk Project, CSA #35	\$26,000

As detailed in Section C, the County currently has over 28 projects in the Design/Programed phase, which entails preparing preliminary plans, obtaining environmental clearance, finalizing plans, and obtaining rights-of-way. Twenty-four (24) of the projects are federally funded through grants. The others are funded through other financing. The projects are worth approximately \$46.7 million that the County is committed to in the next six years.

For some projects, this preliminary phase may take over ten (10) years. Based on the geographic location of the project site, historic values in the area, or other concerns, the preliminary engineering and environmental review phase may be extended, thereby delaying a project's anticipated construction start date.

SECTION C		
Major Capital Improvement Program Projects (CIP) in Design/Programed		
Project No.	Project Title	ECD*
1550	Buchanan Road Reconstruction, Right-of-Way Acquisitions	2015
TBD	Rule 20A Projects	TBD
1403	North South Connector	TBD
1333	Draper Mine Road crossing Curtis Creek Bridge Replacement Project, Bridge No. 32C0028	2015
1633	Signalization of Tuolumne Road at Standard Road	2015
1650	Signalization at Fifth Avenue and State Route 108	2015
TBD	Hardin Flat Rd Crossing South Fork of the Tuolumne River, Bridge No. 32C0053	2015
1571	Algerine-Wards Ferry Road crossing Blanket Creek Bridge Replacement Project, Bridge No. 32C0042	2016
1627	Lime Kiln Road crossing Curtis Creek Bridge Replacement Project, Bridge No. 32C0016	2016
TBD	Jacksonville Road crossing Tuolumne River Bridge Rehabilitation Project, Bridge No. 32C057	2016

TBD	2013 Bridge Preventative Maintenance Program (BPMP) - 10 bridges	2016
1628	Italian Bar Road crossing Rose Creek Bridge Replacement Project, Bridge No. 32C0037	2017
1629	Big Creek Shaft Road crossing Big Creek Bridge Replacement Project, Bridge No. 32C0066	2017
1331	Rawhide Road crossing Woods Creek Bridge Project	2018
1655	Old Wards Ferry Road crossing Curtis Creek Bridge Replacement Project, Bridge No. 32C0017	2018
1657	Mono Way Operational and Safety Project	2018
1654	Wards Ferry Road crossing Deer Creek Bridge Replacement Project, Bridge No. 32C0003	2018
TBD	Roadway Improvements on Tuolumne Road between Lambert Lake Road and Terrace Drive	2018
TBD	Rawhide Road crossing Peppermint Creek Bridge Replacement Project, Bridge No. 32C0045	2019
TBD	Red Hills Road crossing Six Bit Creek Ford Replacement Project	2019
TBD	Simms Road crossing Six Bit Creek Ford	2019
TBD	Roadway Improvements on Phoenix Lake Road from Ridgewood to Paseo de Los Portales Road	2019
TBD	Crystal Falls Drive crossing Sullivan Creek Bridge Replacement Project, Bridge No. 32C0070	2020
TBD	Algerine Road crossing Algerine Creek	2020
TBD	Intersection Improvements to Parrots Ferry Road and State Route 49	2020
TBD	Lime Kiln Road crossing Sullivan Creek Bridge	2021
TBD	Ponderosa Way crossing Turnback Creek Bridge Rehabilitation Project, Bridge No. 32C0063	N/A
TBD	Wards Ferry Road crossing Blanket Creek Bridge Replacement	N/A

*Notes: ECD = "Estimated Construction Date"

The RIM Fire affected the County's roadway system infrastructure. The Engineering Division has worked closely with the Office of Emergency Services (OES) to develop estimates and plans and oversee construction for various items of work. Engineering Staff determined the amount of damage and destruction the fire and the fire suppression efforts caused to the roadway system. Estimates and plans have helped secure funding through FEMA and other partners for necessary repair or placement projects, including a culvert replacement at Ackerson Creek on Evergreen Road and a replacement of a bridge on Hardin Flat Road.

Pavement Management System

Used by all cities and counties in the San Francisco Bay Area region and over 250 other public and private organizations nationwide, the computer program StreetSaver® helps local jurisdictions make informed and timely decisions concerning their road pavements. This prevents problems through judicious maintenance and diagnosing pavement failures and scheduling repairs in a cost-effective manner. Tuolumne County currently uses this software in managing its various roads.

In May of 2013, the Board of Supervisors accepted the 2013 update of the Pavement Management Program prepared by Nichols Consulting Engineers (NCE). NCE also provided training to the Engineering Staff on use of the software. Staff is dedicated to keeping this software operational and functional to identify any projects warranted as a Capitol Improvement Project and other maintenance concerns.

Traffic

The Engineering Division's traffic staff deals with the planning, monitoring, geometric design, and traffic operations of roads, streets, their networks, and their relationships with other modes of transportation to ensure the safe, efficient, and convenient movement of people and goods.

Traffic Study and Information Requests

We are currently averaging 40 to 50 inquiries per year from residents who typically call in to request information, express traffic concerns, or to request changes in the roadway or traffic control devices. Most issues require some level of engineering study, which can take anywhere from a few minutes to up to several weeks to complete, depending on workload and the complexity of the issue. Because most of the issues revolve around traffic safety, each one is handled carefully to ensure public safety and limit the County's liability in the future. Typical safety inquiries include requests for installation or modification to stop signs, warning signs, speed limit signs, roadway striping, crosswalks, and parking restrictions. Public records requests are also typical and these include requests for collision records and speed surveys. These are often made by individuals involved in legal action and are reviewed by County Counsel.

Speed Surveys

To establish realistic and enforceable speeds limits, the California Vehicle Code and Manual on Uniform Traffic Control Devices (MUTCD) require Engineering and Traffic Surveys on certain speed zones. The Vehicle Code requires renewal every five, seven, or ten years, depending on several variables. Most roads in the County that have speed limits between 25 and 55 miles per hour (MPH) fall under these study requirements. No studies were due for renewal during 2013 and only one speed study is due in 2014. However, because of the large number of studies due in 2015, staff will be completing several 2015 speed studies in 2014.



Traffic Counts

Traffic staff collects vehicle counts needed for future planning, traffic modeling, maintaining speed zones, and acquiring funding for road projects, and occasionally conducts traffic counts on local roads. Arterial and major collector roads are counted approximately every three (3) years. Minor collectors are counted approximately every five (5) years. There are two arterials, 26 major collectors, and 53 minor collectors in Tuolumne County. It takes counting an average of 20 roads per year to keep current. Due to staff limitations, several traffic counts were not updated in 2013. However a work plan is in place to bring all counts up to date by the end of 2014.

Collision Records

There are over 700 collisions in the County each year. Individual collision reports are collected bi-weekly from the California Highway Patrol (CHP) and are reviewed for damage to County property. These reports are forwarded to the CRA's Business Division for reimbursement from the responsible party's insurance provider. Once sorted, all reports are forwarded to the GIS Division for mapping. The records are then used for safety analysis and to assist in acquiring funding for related projects. Presently all records are current and staff strives to keep the records updated.

Traffic Related Improvement Projects

The Engineering Division was awarded a Highway Safety Improvement Program (HSIP) grant in the amount of \$800,000 to replace old roadway signs to meet new Federal requirements for retroreflectivity and sign management. The regulations also require the County to develop a maintenance and tracking program to assure retroreflectivity requirements are maintained in the future. A contract has been awarded by the Board of Supervisors to replace the signs by the deadline of January 1, 2015.

Other Services

The traffic staff maintains important working relationships with both the California Highway Patrol (CHP) and the traffic division of the Superior Court. This is necessary for the smooth functioning of Vehicle Code enforcement in the County and to keep a safe network of roads. Bi-weekly visits to the CHP Office for the collection of collision reports provides an opportunity for continuous feedback between the traffic staff and the officers who do the enforcement.

Almost all aspects of roadway design, traffic control, and enforcement are based on the California Vehicle Code, the Manual on Uniform Traffic Control Devices (MUTCD), Caltrans Standards, and the American Association of State Highway and Transportation Officials (AASHTO) standards. Most of these documents are amended annually and staff time is dedicated to keeping up-to-date on the changes.

Special Districts Administration

There are several subdivisions in Tuolumne County where roads dedicated for public use are maintained through a County Service Area (CSA) or a Permanent Road Division Zone of Benefit (PRD), rather than through the County Road Fund. The County's first CSAs were created in 1968. When the County of Tuolumne stopped accepting new subdivision roads into the County road system in 1989, CSAs became a requirement for larger subdivisions and PRDs became an additional option in 2007. The Special Districts Administration staff works closely with these neighborhoods, starting in the development stages. Once the subdivision map is recorded, staff coordinates maintenance of the roads as well as the preparation of annual reports for the property owners. Staff also coordinates with the Auditor's Office to prepare the collection documents for each parcel's special assessments or special taxes.

Special Districts Administration staff administers snow removal contracts assigned to the three zones established to serve the nine (9) CSAs located in areas prone to significant snowfall. In addition, Special Districts Administration has contracts in place for drainage basin or retention/detention ponds, with special accounts set up for maintenance. It also assists in the review of 20 year plans prior to a Homeowners Association establishing a subdivision maintenance program, which is an option for new private roads that was approved by the Board of Supervisors in 2009.

County Service Areas formed prior to 1978 receive ad valorem funding from property taxes. A CSA or PRD formed after the passage of Proposition 13 in 1978 is funded through a special benefit assessment or special taxes approved by property owners or voters in accordance with Proposition 218 requirements.

Even though the districts were established, funding was not always approved by the property owners and/or voters. Since 2009, both the State of California and the County of Tuolumne have required perpetual funding sources for CSAs. CSAs without a perpetual funding source are now directed to have the funds in their earmarked accounts spent on maintenance prior to presentation to the Local Agency Formation Commission (LAFCO) for dissolution proceedings. Requests were submitted to LAFCO in 2013 to dissolve CSAs 57 and 60.

In 2013, the Board of Supervisors approved resolution 31-13 authorizing the Board to approve an alternative commencement time for collection of special taxes/assessments. Special Districts Administration has been working with developers in an attempt to utilize this new provision and expect that at least one subdivision will go before the Board of Supervisors to establish an alternative payment plan during 2014.

In the fall of 2013, seventeen (17) County Service Areas entered into a contract with Moyle Excavation of Jamestown for Special Districts Maintenance Project Contract No. 1653. The CSAs received the benefit of volume pricing as a group. The contract consists of minor maintenance services, which include brushing and weed removal, concrete ditch drainage repair, pictured at right, prior to repair efforts, minor pavement repairs, delineator replacement, and street sweeping. Work commenced on the project in December 2013 and most of the work will be performed in early 2014. Each CSA pays for its own portion of work performed from its individual account.



Development Division

The Engineering Development Division (EDD) collaborates with other Divisions of the Community Resources Agency (CRA) on a variety of issues, such as building, well and septic permits, and planning entitlements. The Division's nine main duties are development review, plan review, construction inspection, grading, road encroachments, special events, Utilities Permits, Grading Review Permits, and enforcement of various encroachment, grading, and drainage violations. The EDD also provides other services, including engineering support for the Road Maintenance Division, code compliance assistance, and technical assistance to the Tuolumne County Transportation Council (TCTC).

Development Application Review

The development process includes the review of projects, including Tentative Parcel Maps, Tentative Subdivision Maps, Site Development Permits, Conditional Use Permits, Site Review Permits, and Pre-Applications, to address the impact the project could potentially have on County and non-County maintained road systems and surrounding properties. The review and conditioning of these projects are required to comply with engineering principles, County Ordinances, and Board of Supervisors' policies and local, State, and Federal laws related to traffic, roads, encroachments, erosion control, drainage and grading issues.

In 2013, the EDD processed a total of 93 land development applications, as indicated in the table. Miscellaneous permits include review of County projects or projects proposed by other jurisdictions, including the United States Forest Service, and projects on County, City of Sonora, Federal, or State lands located in Tuolumne County.

Project Type	Number of Applications
Subdivision Maps	1
Parcel Maps	3
Site Development Permits	1
Site Review Permits	4
Conditional Use Permits	11
Zone Changes	10
General Plan Amendments	7
Planned Unit Developments	0
Pre-Application Reviews	2
Grading permits (Conditioned)	6
Miscellaneous Permits/Reviews	26
Lot Line Adjustments	21
Environmental Reviews (EIR/EIS) for other Agencies	1
TOTAL	93

Plot Plan Reviews / Referrals

Serving in an advisory capacity, the EDD reviewed and commented on 438 permits referred from the Building and Environmental Health Divisions, which represents an increase of 108 from the 2012 total of 330.

Permit Type	Number of Permits
Building/Septic Permit	438
Demolition Permit	0
TOTAL	438

Due to the adoption of the Grading Ordinance in December 2010, the EDD now reviews new single family residential Building Permits on parcels greater than 3.0 acres in size to determine if a Grading Review Permit is needed.

Plan Review / Plan Check

The EDD also provides review services for Grading Permits, exempt grading plans, road improvement plans, storm drain plans, hydrology and hydraulic studies, traffic studies, and grading violations. In 2013, the EDD conducted 38 reviews as follows:

Review Type	2013 Reviews	2012 Reviews
Road Improvements Plans	4	3
Grading Permits/Grading Review Permits	30	26
SD/Hydrology/Hydraulic Studies	2	4
Traffic Studies	2	4
TOTAL	38	37

Inspection / Quality Control

The EDD conducts site inspections for all development projects, Grading Permits, Encroachment Permits, Utility Permits, and grading and encroachment complaints. The inspection is performed to ensure compliance with the approved plans, project conditions, County codes, Board policies, and State and Federal laws relating to roads, drainage, and grading.

Encroachment Permits

The Engineering Development Division regulates, reviews and issues Encroachment Permits for connections to, or work conducted within, the County road rights-of-way and the maintained road system. This is required and regulated under the Streets and Highways Code. In 2013, a total of 58 road encroachment permits were issued, which is an increase of 17 over 2012.



Encroachment Permits	
2013	2012
58	41

This Division also responds to potential encroachment violations to determine if an Encroachment Permit is required and to bring any violators into compliance.

Utility Permits

Utility Permits are issued by the Engineering Development Division which is responsible for the protection of the infrastructure within the County rights-of-way. With the near completion of the broadband infrastructure within the County rights-of-way, we have seen a decline in Utility Applications in 2013.

Utility Permits	
2013	2012
25	30

Blanket Permits	
2013	2012
13	10

Blanket Permits cover repairs and ordinary maintenance and may be obtained on an annual basis. All Blanket Permits expire in December and must be renewed prior to January each year.



Grading Permits

Grading Permits	
2013	2012
30	26
Grading Reviews	
2013	2012
17	13
Stockpiling Permits	
2013	2012
1	1

The EDD issues Grading Permits in accordance with the County Grading Ordinance and State law. Once an application for a Grading Permit is submitted, a copy is routed to the Planning Division to review for compliance with the California Environmental Quality Act (CEQA). Subsequent to the elimination of the County's

Code Compliance Division in 2008, the EDD assumed the responsibility of investigating all grading violations.



As of January 2011, the EDD has been responsible for the issuance and inspection of Grading Review Permits which are required when a Building, Septic, or Well Permit is required on a parcel that is three (3) acres or larger in size and where the grading entails moving at least 50 cubic yards of material.

The Development Division also responds to potential grading violations by inspecting the site to determine if a Grading Permit is required and to work with the property owner to correct the violations and bring the property into compliance.

Transportation Permits

Transportation Permits are temporary permits issued when individuals or companies need to transport an oversized load on a designated route within the County maintained road system through Tuolumne County. The Permits provide for safe movement of the oversized load and protect the traveling public. Most requests originate from permit companies or trucking firms.

Single Trip Permits	
2013	2012
150	194

Blanket Permits	
2013	2012
29	41

Special Event Permits

The Engineering Development Division is responsible for issuing Special Event Permits, which are required to ensure the safe conduct for any event that affects, closes, or is temporarily using a County maintained road.

The majority of the Special Events in 2013 were community based non-profit events, such as parades, festivals, and running and biking events. Nonprofit events are exempt from payment of the application fee for a Special Event Permit.

Special Event Permits	
2013	2012
41	40



Scenes from the Rods to Rails Event

Other Duties

During 2013, the EDD provided engineering review and inspection services for a variety of projects and attended training as listed below:

1) Miscellaneous Project Assistance

- Rule 20 A, the installation of underground utilities (3 locations)
- Advisory Agency for the City of Sonora and other local jurisdictions
- Various State Projects
- Twain Harte Community Services District
- Coordination with Calaveras County on O'Byrnes Ferry Road Bridge

2) County Administrator's Office

- Law and Justice Center
- Development Process Review Team (DPRT)

3) Road Maintenance Division

- Small Road Improvement Projects
- Miscellaneous Drainage Issues
- Monthly Work Plans

4) Tuolumne County Transportation Council

- Sale of Excess Land from East Sonora Bypass Stages I & II – worked with Caltrans
- Parrotts Ferry Road/State Route 49 Improvements
- East Sonora Bypass Stage II Project
- Mono Way Widening with City of Sonora
- Bus Shelters - various locations

5) Ordinance Review and Revision

- Title 11 amendment
- Sign Ordinance revision

6) Planning Division

- General Plan Circulation Element
- Pre "Pre-Application" Reviews

7) Training and Public Awareness Notification

- Erosion Control
- Safety Training

8) Rim Fire Incident

- Coordination with a multi-agency task force responsible for briefings and the Incident Command Center.
- Worked with the BAER Team to provide information and assistance on dealing with post fire impacts to the County Maintained Road infrastructure.
- Worked with the California Emergency Management Agency (CalEMA) and the California Office of Emergency Services (OES) to perform field reviews and prepare estimates for needed road repairs.



Rim Fire Facts

- Start Date: August 17, 2013
- Containment Date: October 27, 2013
- Area Involved: 257,314 acres
- Est. Costs: \$127.3 million

ENVIRONMENTAL HEALTH DIVISION

The Environmental Health Division is responsible for preventing public health hazards in our environment and ensuring the safety of the water that we drink and the food that we eat. To do this, the Division implements and coordinates a number of interrelated programs, which, together, provide a comprehensive protection program through (1) investigations and inspections; (2) conducting workshops and seminars; (3) preparing and distributing information to the public; and (4) working with the public to solve problems.

The Environmental Health Division plays a critical role in the prevention of diseases. This is accomplished through proper sewage disposal, safe drinking water, safe housing, safe food handling practices, proper solid waste disposal, management of hazardous materials, and emergency response.

The current staffing structure in the Environmental Health Division consists of 4.75 employees, including the Director of Environmental Health. In comparison, the staffing structure in 2009 for the Environmental Health Division was 14.5 employees, including the Director. This reduction in staffing has resulted in significant changes in the way the Division provides services. Procedures have been modified to improve efficiency while maintaining effectiveness.

This year, the Environmental Health Division encountered two major environmental events. The primary disaster was the Rim Wildfire, which started on August 17th and quickly spread throughout the County, eventually becoming the 3rd largest wildfire in California history. Eleven residences, 98 outbuildings, and the historic Berkeley Camp, pictured at right, were completely destroyed by the disastrous event, which also touched the historic San Jose Camp.



The Rim fire created numerous environmental concerns for which Cal EPA mandated specific hazardous materials testing and removal. In lieu of passing this cost on to the property owners, the County and State combined forces and remediated the hazards using State funding. A State of Emergency was declared and the County became the oversight agency in the testing and removal of all hazardous materials from the private properties. The Community Resources Agency was pleased to announce that the testing and cleanup took only three (3) days to complete, which allowed the Rim Wildfire victims to begin rebuilding their devastated properties without the proverbial “governmental red-tape.”

The second major event occurred in February of 2013, when a full fuel tanker tractor-trailer rig overturned on icy Highway 108 near its intersection with Highway 120. The spill required Tuolumne County Environmental Health staff and the Calaveras Hazmat team to join forces and offload the product from the downed trailer to a transfer vehicle. The process required that personnel straddle the half-empty tank and drill out its aluminum sidewall to create a hole to place a transfer hose. This process was very tense and dangerous because one stray spark and there would have been a major explosion.

The offloading was a success, but the responsible party chose to delay siphoning out the spilled product for several hours, which led to the fuel entering the shallow groundwater and the need for CalTrans and the Water Board to become involved. The remediation of the contaminated water and soil required the closure of Highway 108 for several weeks, during which traffic was rerouted to a nearby county maintained road. This became a significant inconvenience for all that traveled through the Highway 108 corridor.



The Rim Fire and its aftermath.

Land Use

The Land Use Program ensures that land use permit entitlements granted by the County prevent health hazards and mitigate environmental degradation resulting from development projects. The Environmental Health Division is responsible for issuing permits for onsite wastewater treatment systems and wells. The well and septic system program goals are to protect surface and groundwater from contamination so that a safe, plentiful supply of drinking water can be obtained and maintained and to assure that sewage can be, and is, disposed of in such a manner so as not to create a public health hazard or pollute the environment.

Under the onsite wastewater treatment system program, the Division conducts or oversees evaluations of the site and soil to determine the best design for the septic system to assure proper sewage disposal. Site evaluations, plan reviews, permit issuance, and construction and destruction inspections are conducted for on-site sewage disposal systems and wells pursuant to the California Well Standards and County Ordinance Code Chapters 13.04, 13.06 and 13.08.

<i>Land Use Permits Issued in 2013</i>			
Permit Type	Number of Permits Issued	Number of Inspections per Permit	Number of Inspections/ Complaints
New Septic System (New, Modified, Additions)	22	3	66
Septic System Repair (Major)	94	3	282
Septic System Repair (Minor)	44	1	44
Septic System Engineered (New)	4	4	16
Septic System Engineered (Repair)	9	5	45
Septic Tank Abandonment	0	0	0
Site & Soil 13.08	35	1	35
Site & Soil 13.04	2	1	2
Wells (New) (Test Holes, Water Wells, Soil Borings)	59	3	177
Well Abandonment	6	1	6
Well Repair	7	1	7
Monitoring Wells (New)	8	1	8
Monitoring Wells (Repair, Abandonment, Destruction)	10	1	10
Substandard Housing/Liquid Waste Complaints	n/a	n/a	84
Total	300	n/a	782

There are different types of treatment which can refine sewage effluent as it passes through the entire system. A standard system utilizes the septic tank as the primary treatment area; secondary treatment occurs when the effluent is disposed in the lateral trenches. Additional treatment/refinement can be obtained through engineered design and alternative sewage disposal systems. Alternative sewage disposal systems are specifically designed to accommodate sites with limiting conditions that preclude the installation of standard disposal

fields. These systems require design by a licensed engineer, Registered Environmental Health Specialist, or licensed engineering geologist.



Above Left: New aerobic advanced treatment textile filter unit with pump chamber.
Above Right: New septic tank and pump tank for a new single family residence.

The Division oversees the Operation, Maintenance and Monitoring (OM&M) of special design On-site Wastewater Treatment Systems pursuant to Tuolumne County Ordinance Code Section 13.08.220(F). The objective of the OM&M program is to protect public health and water quality by assuring that special design systems are operating in an acceptable manner. Prior to permit issuance by the Division, a homeowner proposing to install a special design system is required to sign an OM&M agreement stating that they will maintain a service contract with a qualified third party service provider. Service providers perform routine maintenance and monitoring of special design systems in accordance with the *Tuolumne County Guidelines for Special Design and Evaluation of Special Design On-site Sewage Treatment and Disposal Systems*. Service reports are submitted to the Division and reviewed to ensure that systems are performing adequately. When necessary, the Division takes enforcement action to correct non-compliant systems. The Division is currently overseeing 248 Special Design Systems.

Consumer Protection

The Environmental Health Division is responsible for administering the Consumer Protection Program which encompasses retail food facilities, public swimming places, substandard housing, organized camps, and body art facilities. Below is a summary of the various functions of the Consumer Protection Program:

CONSUMER PROTECTION SUMMARY			
Subprogram	State Mandated	Number of Facilities	Number of required yearly inspections
Food	Yes	397	2
Organized Camps	Yes	21	1
Recreational Water	Yes	88	1
Housing	Yes	N/A	N/A
Body Art	Yes	6	1

Food Facilities

Tuolumne County has 397 permanent food facilities, which, per County policy, are to be inspected twice yearly and as complaints arise. Permanent food facilities include grocery stores, bars, delis, restaurants (including those at resorts), bed and breakfast inns, agricultural home stays, school and college cafeterias and food stores, hospital cafeterias, long-term health care facilities, organized camp cafeterias, mobile facilities, such as hot dog carts, catering trucks (e.g., “taco trucks”), commissaries, caterers, roadside produce stands, and cottage food businesses, a new category of food facilities added in 2013 that allows the Division to permit homes for making a limited type and amount of foods to be given away or sold to the public.

In 2013, for the first time in many years, the Division offered the Food Protection Manager Certification course, required of at least one person in each food facility which handles certain types of foods. The 2-day (16-hour) course was taught by an environmental health specialist, and included a 2-hour exam, providing a certificate and wallet card for those who passed.

Tuolumne County is home to approximately 45 events, with over 13 events with temporary food facilities that are inspected, including two (2) certified farmers markets, and one (1) non-certified farmers market. This amounted to 184 food booth inspections in 2013, a lower number than last year partly due to the cancellation of the September Strawberry Music Festival because of the Rim Fire. Events which last more than one (1) day, or have five (5) or more food booths are inspected.

In the past 12 months, the Division has processed 21 food facility plans. Food facility plan checks range in complexity from adding a breakfast bar at a hotel to constructing a restaurant on an empty lot. Mobile food facilities are also required to submit plans and cottage food facilities are required to submit a detailed application. The Division received and approved eight (8) cottage food facility applications in 2013. Food facility operators are required to submit specification sheets to the Division any time they purchase new equipment or alter their facility.

Body Art

The Environmental Health Division is also responsible for regulating body art, which traditionally includes tattooing and piercing. Numerous changes were made to this program in 2013 in an attempt to clarify the requirements of AB 300, which was passed in August 2011. Tuolumne County currently has sixteen (16) permitted body art practitioners and routine inspections of the facilities are required on a yearly basis.

Recreational Water/Public Swimming

There are currently 88 swimming pools and spas in Tuolumne County that are regulated by the Environmental Health Division, as well as additional recreational swimming areas. These are inspected only once each year because pools are typically used on a seasonal basis. An inspection of these facilities includes water chemistry, water temperature (spas only), and examination of all equipment and condition of pool and appurtenances (i.e., gates, rescue equipment, signs, lighting, restrooms, and showers). Pools and spas are closed when they pose an immediate threat to public health, such as a lack of sanitizer or rescue equipment.

The Division responds to complaints concerning swimming pools and spas, which usually increase over the summer and often are about private pools in abandoned homes. Because mosquitoes breed in the water, inspectors place Mosquito Dunks in the pools and mail an Opportunity to Correct to the homeowner, which is often a bank that has foreclosed on the property. This is followed by a Notice of Violation, which carries a fine if the pool water is not maintained clear or if the water is not drained.

Organized Camps

Section 18897.3 of the California Health and Safety Code (CHSC) mandates regulatory authority of the minimum standards for Organized Camps to the local jurisdiction. The Environmental Health Division is charged with program oversight by the County Health Officer. Under the CHSC, an Organized Camp is defined as a site with a program and facilities for the purpose of providing an outdoor group living experience with social, spiritual, educational, or recreational objectives for five days or more during one or more seasons of the year.

There are currently 21 permits for operation of Organized Camp facilities in the County. These facilities are inspected annually for compliance with minimum code standards, which include food service, swimming pool and bathing facilities, housing, utilities, vector control, solid waste, and general camp health, safety, and supervision requirements. The average time to complete routine, emergency response and construction inspections for these facilities is eight (8) hours.

The Division also responds to complaints regarding organized camps. These types of complaints can require lengthy investigations if the complaint involves a food borne illness or an outbreak. This requires interviewing the complainants and employees of the facilities and often a routine inspection is conducted at the same time as an organized camp complaint investigation.

Housing

In Tuolumne County, substandard housing complaints are handled by both the Division of Building and Safety and the Environmental Health Division. Complaints involve such issues as water entering the home and causing mold, lack of vermin exclusion, lack of ventilation, lack of heating, and septic failures. Upon receiving a complaint, an appointment is scheduled with the tenant to visit the site. If children are present, a referral is sometimes made to Child Welfare Services. The validity of the complaint is often discussed with the Environmental Health Director. The Building and Safety Division is involved in declaring the home to be substandard and the tenants may be relocated if there is an imminent health and safety issue.

Substandard housing and deteriorated neighborhoods have direct and indirect adverse effects on physical, mental, and social well being. Blighted areas have a greater incidence of disease, infant mortality, accidents, juvenile delinquency, and fire and police calls. Such areas also suffer property devaluations, which results in a loss of tax and business revenues. Because housing is a basic necessity, complaints concerning substandard living conditions are addressed as soon as possible. Housing complaints often require a declaration by staff of the presence of a substandard housing condition before corrective action can be taken.

Certified Unified Program Agency (CUPA)

Senate Bill 1082 of 1993 required the Secretary of the California Environmental Protection Agency (Cal/EPA) to establish a "unified hazardous waste and hazardous materials management" regulatory program (Unified Program) by January 1, 1996. On January 1, 1997, Cal/EPA certified the Environmental Health Division to implement the Unified Program as a Certified Unified Program Agency (CUPA) within Tuolumne County. The CUPA is responsible for the consolidation, coordination, and consistency of the administrative requirements, permits, inspections, and enforcement of the following environmental and emergency response programs:

- Hazardous Materials Release Response Plans and Inventories (Business Plans) (HMBP);
- California Accidental Release Prevention (CalARP) Program;

- Underground Storage Tank Program (UST);
- Aboveground Petroleum Storage Act Requirements for Spill Prevention, Control and Countermeasure (SPCC) Plans (APSA);
- Hazardous Waste Generator and Onsite Hazardous Waste Treatment (tiered permitting) Programs (HWG); and
- California Uniform Fire Code: Hazardous Material Management Plans and Hazardous Material Inventory Statements.

Permitted facilities often conduct operations that are subject to regulatory oversight of one or more of these programs. CUPA staff conducts routine inspections of permitted facilities to ensure compliance with applicable hazardous materials and waste laws. Staff also provides education and compliance assistance to facilities. Facilities that are found to be in violation of their permit conditions may be subject to enforcement action by the CUPA if the non-compliance is found to be a significant threat to the environment or public health. In 2013, CUPA staff took enforcement action against two facilities that were in significant violation of their permit conditions.

There are currently 296 CUPA Regulated Facilities in Tuolumne County. The following is a summary of the CUPA program activities for 2013:

CUPA Program Statistics - 2013				
Program	Number of Regulated Facilities	Frequency of Inspections	Number of Routine Inspections Completed in 2013	Average Inspection Time
HMBP	283	Once Every Three Years	68	75 Minutes
UST	39	Annual	29	60 Minutes per Tank
AST	76	Once Every Three Years	12	90 Minutes
HWG	192	Once Every Three Years	42	60 Minutes
CALARP	1	Once Every Three Years	0	180 Minutes

Individuals performing technical duties in the CUPA program must meet the educational requirements detailed in California Code of Regulations (CCR) Title 27, Section 15260. Individuals possessing a Registered Environmental Health Specialist certification meet these educational requirements. Additionally, CUPA technical staff that performs Underground Storage Tank (UST) inspections must possess a current inspector certificate issued by the International Code Council (ICC), indicating that he or she has passed the ICC California UST Inspector exam. This certification must be renewed every 24 months by either passing the ICC California UST Inspector exam or satisfying equivalent criteria as approved by the Division of Water Quality Underground Storage Tank Program Manager. Staff that performs inspections in accordance with the Aboveground Petroleum Storage Act is required to complete an aboveground storage tank training program established by the Secretary for Environmental Protection. Following completion of the training program, staff must satisfactorily pass an examination developed by the Secretary on the spill prevention control and countermeasure plan provisions and safety requirements for aboveground storage tank inspections. Additionally, continuing training specific to the implementation of the CUPA program elements is required in accordance with CCR, Title 8, Section 5192 and Title 27, Section 15260.

During the 2013 calendar year, CUPA staff participated in the following training events:

- The California CUPA Conference, an annual four (4) day training event sponsored by the California CUPA Forum Board and held in Garden Grove, California.

- A three (3) day Resource Conservation and Recovery Act (RCRA) training event sponsored by the California CUPA Forum Board and presented by McCoy and Associates. RCRA establishes the statutory requirements for the federal hazardous waste rules.

Staff also regularly attends quarterly meetings with other local CUPA agencies within the central region. These meetings present an opportunity to meet with State agencies that oversee the CUPA program and discuss problems or concerns that each local agency may be experiencing.

Cal/EPA, which oversees the CUPA program, expects each local CUPA program to be fee supported. The table indicates the funding source for the County's CUPA programs.

Program	Grants	Fee Source
Electronic Reporting Grant	\$38,874	n/a
Rural Underground Storage Tank Grant	\$108,608	n/a
CUPA Program Elements	N/A	Permit Fees

- The Electronic Reporting Grant of \$38,874, through December 31, 2013.
- The Rural County Underground Storage Tank grant of \$108,608, through March 31, 2014.

The CUPA program entails mandatory reporting to the State as follows:

- Annual CUPA to State Summary Reports, submitted to Cal/EPA by September 30th, summarizes permitting fees, inspection, and enforcement activity for the fiscal year.
- Semiannual UST Report, submitted to the California State Water Resources Control Board in September and March, summarizes inspection and enforcement activity for the previous six months.
- CUPA Surcharge Transmittal Report, submitted to the Secretary for Environmental Protection quarterly, summarizes collection of program surcharges for the previous quarter.
- Grant status reports as required.

One or two times per month, the Division responds to emergency spills and hazardous atmosphere calls. These are usually dispatched through the Tuolumne County Sheriff's Department. The Division's role is for technical reference, safety, assessment of contamination for ground and surface waters, and approval of clean-up measures. Tuolumne County does not have a HazMat Team that can respond to incidents so we contract with Calaveras County for these services. Time spent responding to emergencies can range between two to eight hours, including the preparation of necessary paperwork.

During 2013, the CUPA implemented electronic reporting in accordance with Assembly Bill 2286, which requires all regulated businesses to submit all Unified Program information to the California Environmental Reporting System (CERS) as of January 1, 2013. CUPA staff provided several business training sessions for CERS and also worked individually with several businesses to assist them with their CERS submittals. As of the end of 2013, 80% of the regulated businesses in Tuolumne County have made the transition from paper reporting to electronic reporting in accordance with State law.



Scenes from the Highway 108 fuel spill.

Local Enforcement Agency (LEA)

The Environmental Health Division is the Local Enforcement Agency (LEA) for Tuolumne County. LEAs are responsible for ensuring the correct operation, permitting, and closure of solid waste facilities and disposal sites and proper storage and transportation of solid wastes.

The California Department of Resources Recycling and Recovery (CalRecycle) is responsible for ensuring that State waste management programs are carried out through certified LEAs. CalRecycle provides grant funds to assist LEAs in their permit and inspection program. Grant awards are based on population and the number of solid waste facilities within the jurisdiction. Funding for various components of the solid waste programs are summarized in the table above.

Program	Grants	Fee Source
LEA – Transfer Stations and Landfills	LEA 22 Grant \$17,146	Permit Fees
Waste Tire Program	Waste Tire Grant \$42,230	N/A
Medical Waste	N/A	Permit Fees
Illegal Disposal Sites	N/A	Fines and Permit Fees

LEA certification is maintained through annual updates to the County's Enforcement Program Plan (EPP) which specifies program goals and objectives, program activities, procedures, and time task analysis, facility and/or site information and enumeration lists, and any changes to state regulations and local ordinances. The EPP appoints members to the Independent Hearing Panel to hear appeals of the LEA's decisions. The EPP helps evaluate compliance with solid waste laws under California Code of Regulations (CCR), Titles 14 and 27. In 2013, CalRecycle completed a satisfactory 4 year evaluation of the County's EPP and LEA Program.

Solid Waste Facilities in Tuolumne County				
Transfer Stations	Closed Landfills	Closed Disposal Sites	Exempted Disposal Sites	Solid Waste Haulers
Cal Sierra MRF Transfer Station	Jamestown Landfill	Columbia Dump	Blue Mountain Minerals	Cal Sierra Disposal
Big Oak Flat Transfer Station	Big Oak Flat Landfill	Sierra Conservation	Sonora Mine	Burns Refuse
Pinecrest Transfer Station		Jamestown Burn Dump		Moore Brothers
		Sonora Refuse		Advance Disposal
				Covers & Sons, Inc.
				Pinecrest Permittees

The LEA conducts monthly inspections of the transfer stations, quarterly inspections of the landfills and disposal sites, and annual inspections of the Solid Waste haulers. The inspection process allows the LEA to assess compliance with litter, dust, vectors, erosion and water quality control measures, facility and/or site and equipment maintenance and safety, and waste storage and removal requirements. Inspection reports and enforcement records are submitted electronically to CalRecycle's Solid Waste Information System (SWIS) database.

Pursuant to the Public Resources Code, Section 44015(a) and Title 27 of the California Code of Regulations, Section 21675, the LEA is required to conduct reviews of the Permitted Solid Waste Facilities a minimum of every five years to verify current operations are consistent with

their permit parameters and SWIS. This year, Revised Post-Closure Maintenance Plans were approved and the LEA issued the Final Closure Permits for the Big Oak Flat and Jamestown Landfills. Completion of the 5 Year Permit Reviews for these two landfills will be required in the year 2018. At that time, the Post-Closure Maintenance Plans will be reviewed allowing for any necessary updates and reissuance of the Closure Permits.

The Solid Waste Division manages the county-owned landfills and closed disposal sites and provides oversight management to the materials recovery facility (MRF), transfer stations, and solid waste/recyclables haulers through franchise agreements and contracts with operators. They are also responsible for the Recycling Program and the Solid Waste Complaint Program. Unpermitted facilities and illegal dumpsites are often inspected by both the LEA and Solid Waste Division to verify compliance with enforcement orders and proper clean-up/disposal of waste. The LEA meets regularly with the Solid Waste Division to review inspection reports and operating procedures and evaluate progress in addressing enforcement orders and concerns.

Tire Management

California is faced with diverting or safely managing more than 44.4 million reusable and waste tires generated each year. Fewer than 250,000 waste tires remain in stockpiles throughout California, which pose a potential threat to public health, safety, and the environment.

The Legislature passed the California Tire Recycling Act in 1989 (AB 1843), which created the Tire Recycling Program and the California Tire Recycling Management Fund. A fee is assessed on the sale of new tires and collected revenue is deposited quarterly into the tire fund. CalRecycle allocates funds annually based on availability and changing program needs.

Local jurisdictions receiving a Waste Tire Enforcement (TEA) Grant are authorized to enforce waste tire laws and regulations under CalRecycle's authority and report through the grant program. The Division applies for and fulfills the requirements of the TEA Grant annually.

State law requires registration of operations that generate and haulers that transport ten (10) or more used/waste tires. Registration of each waste tire facility, generator, and hauler incorporates the issuance of a Tire Program Identification Number (TPID) which is used for the tracking of waste tire transportation. A Comprehensive Trip Log (CTL) must accompany every load of 10 or more tires to identify where the waste tires were generated, as well as the final destination or end-use facility. Waste tire haulers are required to leave a copy of the CTL with the generator and submit the completed form to CalRecycle within 14 days of hauling. Waste tire site inspections involve verification of accurate CTL manifest documentation.

The Environmental Health Division administers the Waste Tire Enforcement Grant Program by conducting inspections and responding to complaints concerning the illegal dumping and clean-up of tires, as well as educating operators and the public on safe tire handling practices.

Medical Waste

To protect the public and the environment from potential infectious exposure to disease causing agents, the Medical Waste Management Program (MWMP) regulates the generation, handling, storage, treatment, and disposal of medical waste by providing oversight for the implementation of the Medical Waste Management Act (MWMA). The MWMP permits and inspects all medical waste off-site treatment facilities and medical waste transfer stations. In addition to the treatment methods specifically allowed in the MWMA, there are more alternative medical waste treatment technologies approved for use in California. The Division administers this program by issuing permits to facilities and conducting inspections to verify compliance with State law.

FLEET SERVICES

Fleet Services is responsible for maintaining the County's fleet of light and heavy duty vehicles and equipment. The services provided by the Fleet Services technicians include both preventative and prescriptive maintenance to ensure the safety and reliability of the vehicles and equipment that are utilized on a regular basis by the employees of the County in the course of performing public service work. As an Internal Service Fund, the Fleet Services personnel strive to provide professional and timely service to the other County Departments.



***Fleet Services Equipment Technicians, from left: Eric Everhart, William Nelson, Jason Crow, Alex Flud, Shawn Ambler, Mike Young, Supervisor
Not pictured: Kevin Whitcomb***



Above: Senior Equipment Technician Alex Flud works on a fire truck for the County Fire Department.

At right: A damaged Road Division sand truck is being repaired by Equipment Technician Shawn Ambler in the new paint and body area at the Columbia facility.

In 2013, Fleet Services' Columbia facility was expanded with a building addition and the transformation of an old storage room into a paint and body repair area. In August, construction began on a new 1,000 square foot addition to the light duty vehicle maintenance building creating a new bay large enough to work on fire vehicles and heavy equipment. The addition has also

provided a centralized space to house the specialized fire equipment parts inventory. Fleet Services was also able to convert an old storage room into a much needed space for Equipment Technician Shawn Ambler to perform minor body work and painting services.



The Fleet Services team has continued to receive specialized training in fire equipment repair. With five of its six technicians currently certified in Fire Pump Repair, the goal is that all technicians will be certified by the spring of 2014. This training allows the team to perform not only repairs to the fire equipment, but also the mandated preventative inspections necessary to keep the fleet available for use. By utilizing a rotating on-call schedule, the County's fire fleet is ready to provide services to the public at all times of the day and night.

In addition to being able to perform repairs and maintenance to the County's fleet of fire and light duty vehicles, the Fleet Services shop is also responsible for maintaining the heavy equipment used by the Roads Division. This equipment includes graders, backhoes, and heavy duty trucks which are used to maintain the County road system.

During the fall months, Fleet Services works hard to prepare the heavy road equipment for the winter snow removal season. Snow plows and tire chains are fabricated or repaired in the welding shop and vehicles are inspected and core services provided. When the first snow appears on the County's roads, the fleet of heavy equipment is ready to go for the Road Crews, who keep the roads clear and drivable for the residents of Tuolumne County.

Besides providing maintenance and repair services, Fleet Services also assists the Roads Division by transporting the heavy equipment to the various job locations throughout the County, as well as helping with tree cutting and snow removal during emergency situations.



In 2013, a 1000 square foot addition to the vehicle maintenance shop was constructed that provided a new bay in which to work on large equipment and storage for the fire equipment parts inventory.



GEOGRAPHIC INFORMATION SYSTEM (GIS) DIVISION

There was no change in staffing for the GIS Division over the past year, but the Division continued to provide the highest level of service possible given the limitations of staffing and support. It has been the overall goal of the GIS Division to provide the best continuous service to those County functions that utilize GIS and public entities that access GIS tools via the Website, while increasing the use and value wherever possible. Progress on expanding ways by which to bring GIS utility to a wider community was limited during 2013 due to technical issues related to our software vendor and turnover with our internal IT support. However, when these immediate hurdles are overcome, we hope to be able to advance the possible expansion and increase GIS utility for a greater number of users.



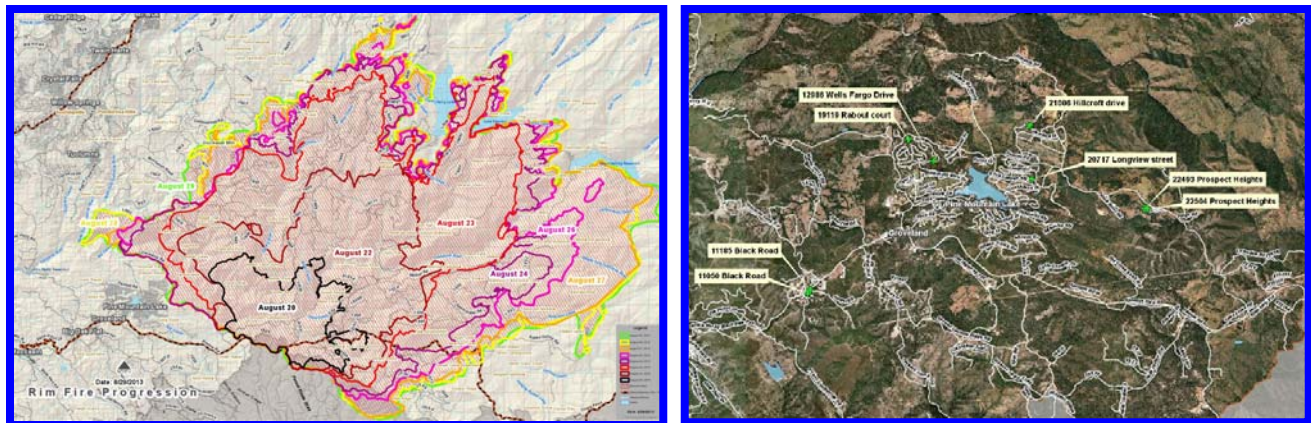
GIS staff, from left: GIS Coordinator Larry Beil, GIS Analyst Dorothea Knigge, and Senior Technician Anne Milberg

GIS Analyst Dorothea Knigge has made several advancements in using the various development applications and customization toolsets available via the “ArcServer” module of our GIS Software. Various aspects of the ArcServer tools can be “published” to the targeted user community via a Web Browser, and several of these are in use by Staff. Technical issues related to our software vendor must be resolved before these new tools can be made available to the public, after which internal IT Staff will take action to make the applications externally open to the public via a web browser.

We continue to advance applications that serve various customer bases, whether internal or external, and both utilizing publicly available data and sensitive or limited-access datasets. These tools and applications include the Accident History project, which tracks the location and nature of traffic accidents for use in transportation planning analyses. Similar projects also being considered include advance planning for fire personnel to analyze property and neighborhood fire suppression and control issues. And another is for use by Environmental Health staff to track the locations of new wells and well repairs geographically, which could be increasing in frequency as we continue to see long-term drought conditions cause problems with well recharge. When we resolve the limitations on making these types of applications available for non-County users, we hope to work on other datasets of interest to others in the general community.

2013 saw the overall completion of much of the work related to the Regional Blueprint Planning project and the results of that project are now being processed in an overall update to the Tuolumne County General Plan. The General Plan Land Use Diagrams were originally the product of GIS in 1996, and they have been kept as one of the major GIS datasets since that time. Over the intervening years, minor changes were on a project-by-project basis, but the current work is more comprehensive in nature. Over 10% of the parcels under the jurisdiction of the General Plan are now being considered for a land use designation change and GIS will be integral in the tracking, mapping, and analyses related to those proposed changes. Assuming that changes are finally approved, GIS will also be integral in the Transportation modeling and other critical work as part of the aftermath.

The major event that will be noted in the history of Tuolumne County for 2013 has to be the Rim Fire of last summer, which affected everyone in one way or another. GIS technology has evolved in the last 20 years in a great way, particularly in how it is part of logistics, planning, and analyses in big events like wildfires. Both CalFIRE and the US Forest Service bring in sophisticated GIS teams with equipment trailers during these events, and our major contribution was to provide base files for their use to indicate ownership information and other related data they could not readily obtain from their own internal sources. We also prepared some maps and analyses for the local Emergency Operations Center, as local assets such as OES and the Sheriff's Department were involved in evacuation plans as the fire threatened neighborhoods and communities. The County's first important use of the automated messages by the "Reverse 911" vendor was found to have issues related to matching addresses with telephone numbers, so GIS is now involved in either providing assistance towards resolving those issues or finding a vendor with a more dependable application.



As has been the case for previous years, the traditional core task of the GIS Division has been to make GIS technology available to the Planners at the Public Information Center through Arcview, a PC-based GIS application provided by the County's GIS software vendor. Arcview is accessible to the Counter Planner at the Information Center or from any Planners' desktop for use when responding to questions asked by the public and aids project planners in the preparation of agenda maps, adjoining property owner lists, and other research. In addition, Arcview, as a primary research and analysis tool, is used by Planners at their desks on a regular basis. This effort is continuing with a significant amount of staff hours devoted to data maintenance and updating. The public currently continues to have access to existing Web-based map tools originally developed through an early version of the software. It is the intention of the GIS Division to replace or upgrade those during 2014, using the newer more powerful tools associated with ArcServer.

Other maps are continuing to be produced by Anne Milberg of the GIS Division for use by CRA Staff, including revised General Plan Land Use Diagrams whenever there are amendments to the General Plan. Overlays for staff use in cultural resource reviews are another regular product. The GIS Division continues to provide graphic support to the Planners and Engineering

**1653 SPECIAL DISTRICTS MAINTENANCE SERVICE PROJECT:
COUNTY SERVICE AREAS**

Map showing the 1653 Special Districts Maintenance Service Project: County Service Areas. The map displays various service areas (CSA) across the county, including Cedar Ridge, Vista Estates, Ridge Wood, and others. The map includes a legend indicating that areas shaded in light blue are the focus of the project. A scale bar and north arrow are also present.

Legend:

- CSA NO. 20 CEDAR RIDGE
- CSA NO. 21 COLUMBIA VISTA ESTATES
- CSA NO. 22 COMSTOCK RANCH
- CSA NO. 23 CRYSTAL FALLS
- CSA NO. 24 HARRAL HILLS
- CSA NO. 25 RIDGE WOOD
- CSA NO. 26 SONORA VISTA
- CSA NO. 27 MONTE GRAN HEIGHTS
- CSA NO. 28 CHERRY VALLEY
- CSA NO. 29 WHISPERING WOODS
- CSA NO. 30 MOUNTAIN VIEW
- CSA NO. 31 SIERRA MEADOWS
- CSA NO. 32 POPPY HILLS
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PROPOSED PARCELS & ZONING
APN'S 97-340-01 THROUGH -11

Map showing proposed parcels and zoning for APNs 97-340-01 through -11. The map includes a legend, a north arrow, and labels for surrounding roads and landmarks.

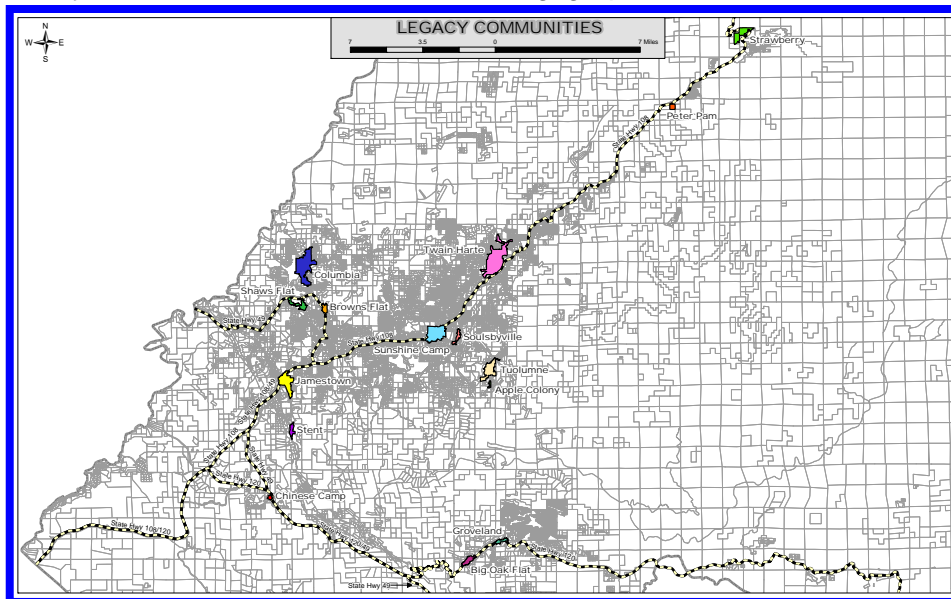
LEGEND

- PROJECT BOUNDARY
- PROP NEW ROADS & TURNING BULBS
- PROP NEW PARCELS (1-30)
- REMAINS OPEN SPACE (O)
- PROP OPEN SPACE (O)
- REMAINS OPEN SPACE-1 (O-1)

Map labels include: Lambert Lake Estates, Cascade MH Park, Tuolumne Road, Eagle Ridge Drive, West Drive, and Retention Basin.

Anne Milberg has also made significant strides in adding to the primary parcel and parcel-related layers that she has in her regular maintenance schedule. Although down-sizing has prevented us from adding the number of new data layers we would like to, we have focused on those layers directly or indirectly related to our primary responsible layers, such as parcels and roads. Anne is now reviewing the data related to the addressing of parcels, eliminating deficiencies in that dataset, and doing the research to find and resolve areas where the addressing problems can be identified.

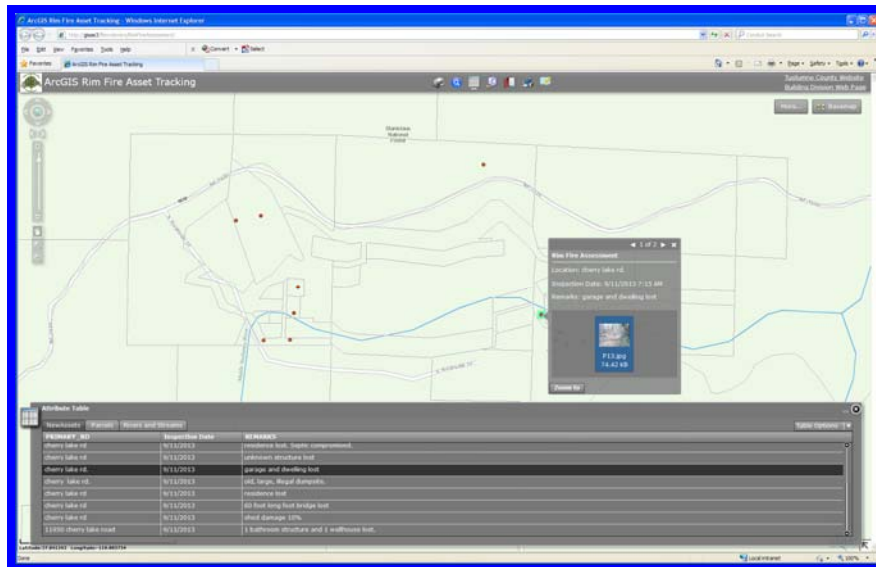
Additionally, the General Plan update project mentioned previously is generating greater demand for new and updated map graphics and analyses. For example, a newer State mandate is to address “Legacy Communities”, those areas of relatively dense development 50 years or older not formally recognized as a community or city. Due to the tendency for historic towns to have been developed in proximity to old mine sites, Tuolumne County has many “legacy communities,” which had to be recognized and mapped. The GIS was used to find areas that may be eligible as legacy communities and then identify and map them for consideration by the General Plan. The following graphic shows where most of these are located.



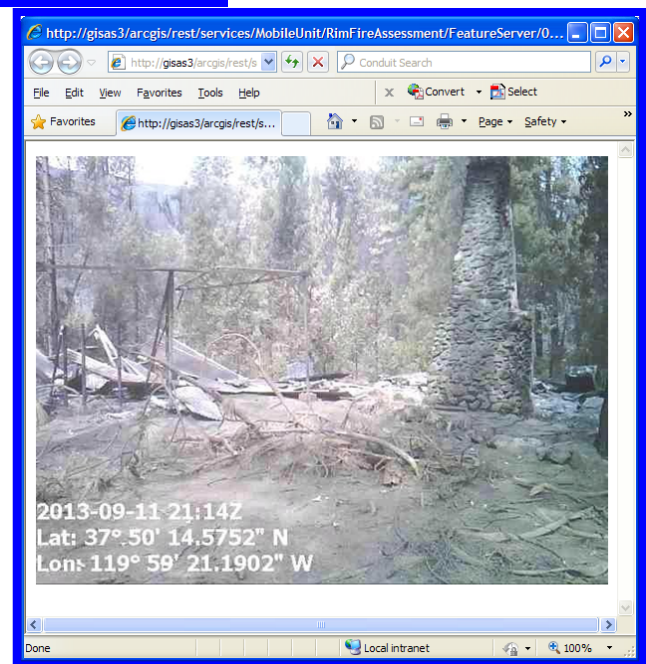
One of the primary development efforts for Dorothea Knigge has been to continue to research appropriate applications of Mobile GIS technology. ArcGIS Mobile is an application that is relatively new in the GIS tool bag and has promise to help deliver a way for non-GIS staff to acquire, manage, and maintain their GIS-based data sets with little direct support by GIS Staff. The initial application for the County was to use ArcGIS Mobile for a sign inventory as part of the Federal mandate to upgrade all road signs to make them more reflective and readable at night. We have had records for traffic signs in the past, but they are vaguely defined as to where the signs are located and the data (age, condition, reflectivity, etc) needed to be updated. The initial use of the Mobile Sign application has been completed for the highest priority County roads and those sign records are much more complete on the road segments that were updated. One of the most desirable aspects of this application allows the users to add records or make changes to the dataset, either in the field or on their desktop.

The sign project described above is a good example of how GIS can be used for “asset management.” The signs are assets that the County is responsible for and there has never been an efficient way for the maintenance staff to keep track of their age, condition, and other factors. This will provide a tool that the field staff and office personnel can use to manage these assets without using paper documents and duplicative tracking. Upon the determination that all remaining issues with the sign project have been successfully resolved, we will look to see if other assets like culverts, bridges, and similar structures can be similarly tracked.

The Rim Fire, mentioned previously as a major event for 2013, impacted everyone in the County, including staff. In the immediate “aftermath,” County officials from the Building and Environmental Health Divisions had to conduct field inspections of burned structures to assess safety and hazard status and Dorothea Knigge quickly put together a Mobile GIS application on the Mesa GPS device that enabled the inspectors to locate the affected sites accurately as part of the record, record key attributes, and attach photos.

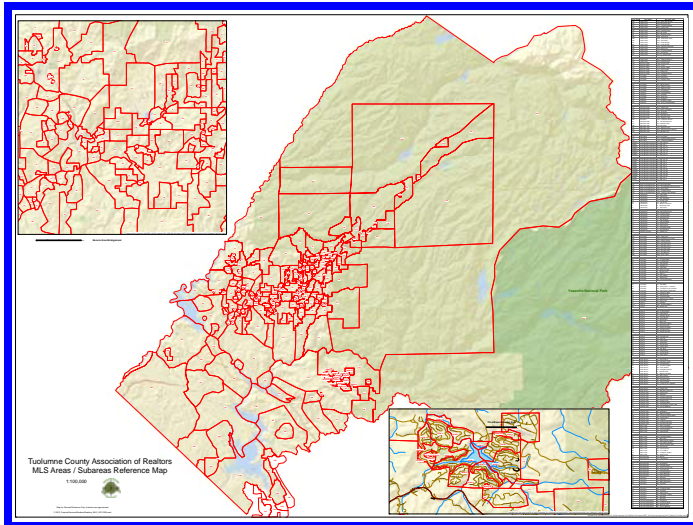


These two images show what data was collected in the field for the structures damaged or lost to the Rim Fire. The top shows how the application looks when opened on a desktop. The lower shows the image taken by the GPS device's internal camera, and that the image is tagged with time, date, and GPS coordinate data. These locations and data were used in maps, and the data were transmitted to State regulatory agencies for their use as well.



Another application, which is indirectly related to the Rim Fire, using datasets accessed with GPS field devices or via desktop website interfaces is being planned for 2014. While waiting to be staged during the Rim Fire, urban strike teams brought to the area were assigned to protect neighborhoods in the event that the fire reached them. Until that event, the teams were given checklist style documents to evaluate the structures and properties in their area for fuel clearance and other risk factors. Those pre-planning documents are awaiting incorporation into a GIS database so that future events can take advantage of the research already done. The GIS Division is working with Tuolumne County Fire/CalFIRE to establish a process to map those attributes correctly, allow fire officials to add and revise the records, and identify a way to utilize that data in the field as events unfold.

GIS Support and Services for Others



This diagram shows a map produced for the Tuolumne County Association of Realtors, showing their MLS Areas and Sub-areas. Until GIS interpreted their descriptions of those areas, there was no map for the Realtors to use when listing the properties. Since there is no formal distinction between many areas of the County (eg. Where does Twain Harte end and MiWuk Village begin?), this helps settle those questions. It is the intention of the GIS Division to make a searchable tool available to TCAR over a website, once some issues related to that technology have been resolved.

Both governmental agency and external customer support continues to be a significant part of the GIS Division's workload. Use of portable devices, such as GPS for navigation or geographically-enabled smart phones, has increased awareness of GIS potential to a greater number of persons and increased demands on GIS providers like Tuolumne County.

Many agencies and commercial ventures collect and use GIS data created by County staff and intended for County use. They go on to use the data to create maps and map tools and conduct analyses using their own GIS software for use in marketing research, GPS devices, property relationship mapping, and myriad different uses. The most important datasets are available via download from the CRA's GIS Division web pages. Consistent with our tradition, those datasets are available for download anytime and without charge.

We also have tools that allow the public to obtain GIS information and get answers to common questions without the need for GIS software. These tools are available through the County's website. By knowing either the property identification number (Assessor's Parcel Number or APN) or a street address, anyone can use these GIS tools to see a property and find out the address, APN, zoning district, General Plan land use designation, and County Supervisor's District within which the property lies. The GIS Staff has definitive plans about improving the delivery of that basic data as well as making additional datasets available in a manner that is easier to use.

Ultimately, we hope to make as many GIS datasets as possible available to the public through an ArcServer project online, including some that may be used by a limited community and maintained by that user community themselves. As shown in the above graphic and caption, we prepared a map for the Tuolumne County Association of Realtors (TCAR) to help settle disputes about what Area or Sub-Area a property is located within. But due to technical limitations not yet solved, we have not been able to make this a searchable tool for TCAR to use via a Web Browser. Hopefully, those hurdles can be resolved soon and these types of tools can be made available. Ultimately, with limited staffing, self-help by the providers of the data to maintain their layers themselves is the only way we can create new useful layers and continue expanding this service to others.

HOUSING DIVISION

The Community Resources Agency's Housing Division provides the following services:

- Operates the County's affordable housing programs;
- Administers the Inclusionary Housing Ordinance;
- Administers the County's Mobilehome Rent Control Ordinance;
- Implements many of the goals in the County's Housing Element; and
- Works with potential partners and funders to increase the amount of affordable housing in the County.

Housing Programs

The Community Resources Agency Housing Division administers a number of affordable housing programs with grant funding from the State Department of Housing and Community Development's HOME and CalHome Programs, the Federal Home Loan Bank Affordable Housing Program in partnership with Oak Valley Community Bank, and Grid Alternatives. These include:

- First-time homebuyer program;
- Green first-time homebuyer program for homebuyers purchasing homes using green components, such as energy saving appliances and features, renewable resources, and non-toxic materials;
- Down payment matching grant program;
- Short-term rental assistance program;
- Housing rehabilitation program for homeowners; and
- Solar panels for households participating in the County's homebuyer and housing rehabilitation programs.

First-Time Homebuyer Programs

During 2013, the County assisted 22 lower-income families become homeowners through the County's First-Time Homebuyer and Green First Time Homebuyer Programs. The County has been successfully implementing this program for the past thirteen years. There are currently 75 loans in the County's portfolio.

The County's First-Time Homebuyer Program helps make homeownership possible for first-time homebuyers who might not otherwise be able to afford to buy a home. The program provides deferred, low interest (3%) loans to lower income households earning no more than 80% of the County's median income. These loans are referred to as "silent second" loans because borrowers do not pay on the loan for 30 years or until the sale or transfer of the property, whichever occurs first. All homes must be lower-priced, starter homes and the borrowers must occupy the property as their primary residence during the term of the loan.



***Home purchased with
County First-Time Homebuyer Loans***

The County's silent second loans are combined with other financing such as FHA, USDA and conventional loans and the purchaser's down payment (minimum 3%). The maximum County assistance amount is \$85,000. The actual amount of assistance is calculated based on the difference between what the borrower can afford to pay and the cost of the home.

The First-Time Homebuyer Program also allows homebuyers to purchase and renovate a home. In 2013, one homebuyer purchased a home in need of repairs and renovation is currently underway.

The County's Green First Time Homebuyer Program focuses on homes that meet certain green building and universal design (accessibility) standards which provide energy efficient homes with accessibility features. The program is funded with two grants from the State Department of Housing and Community Development CalHome Program, which targets new homes. In 2013, seven of the first-time homebuyers assisted by the County participated in the Green First Time Homebuyer Program. One family purchased a home at Sierra Meadows and the other six purchased homes at the Tuolumne County Habitat for Humanity's Parrotts Ferry Village Subdivision.

The County partnered with the Tuolumne County Habitat for Humanity to provide assistance to Habitat homebuyers. This benefits the homebuyer by allowing for a longer loan period which can lower the borrower's payments. The local Habitat chapter benefits because they have an additional source of financing and they receive their funds at the close of escrow. Normally, Habitat conducts fundraising to finance the construction of a home. Prior to the Parrotts Ferry Village Project, they were able to build a home every year or two. The County benefits because Habitat will be able to build affordable homes more quickly, thus increasing the affordable housing stock.



***Homes purchased with
County First-Time Homebuyer Loans***



***This home is being renovated through the
County first-time homebuyer program
acquisition with rehabilitation program.***

Six of the buyers participating in the first time homebuyer programs used the Federal Home Loan Bank (FHLB) WISH Program. The WISH (Workforce Initiative Subsidy for Homeowners) program provides down payment assistance up to \$15,000 for each participating household, matching up to \$3 for each \$1 contributed by the homebuyer(s). Sweat Equity hours are also counted as match for the program. The loan is forgiven after five years as long as the homeowner continues to own the home. If they sell during the five years, they repay on a pro rata basis.

This is a great benefit to the homebuyer because they immediately increase the amount of equity they have in their home.

The WISH Program is funded by the Federal Home Loan Bank, which is a nationwide consortium of community banks. They set aside 10% of their combined net earnings from member banks and utilize these funds for affordable housing and economic development loan and grant programs. Funds are awarded competitively and only a member bank can submit an application for funds. The County has partnered with Oak Valley Community Bank for the past two years to provide this program and the bank has agreed to submit another application on behalf of the County in 2014. In 2011, the County partnered with Mother Lode Bank.

Rental Assistance Program

The County has been involved in the Tenant-Based Rental Assistance Program for eight years and assisted 15 households in 2013. Funding for this program is very limited and the County has closed the waiting list of applicants.

The Tenant-Based Rental Assistance Program provides up to two years of rental assistance to low income families who make at or below 60% of the County's median income. Most of the families participating in this program earn significantly below the maximum income.

The rental assistance program can pay the family's security deposit, if needed, in the form of a grant, and help pay the rent. The family pays about 30% of their gross income for rent and the program pays the difference between the family's payment and the total monthly rent.

The goal of the program is to assist people who are trying to put their lives back together, deal with a debilitating illness, reunify with their children, secure housing after losing their home, or overcome other life challenges. The idea is that the family uses the assistance as an opportunity to stabilize their living situation while pursuing employment or other assistance opportunities. Staff worked with the County Department of Social Services, Area 12 Agency on Aging, Disability Resource Agency for Independent Living (DRAIL), Center for a Non-Violent Community, and other organizations which provided case management to the clients participating in the rental assistance program.

Housing Rehabilitation for Homeowners Program

The County resumed its Housing Rehabilitation for Homeowners Program in 2010 after a nine year hiatus. From 2010 to the present, the County completed three homeowner rehabilitation projects and is currently assisting two other homeowners. The County currently has 36 rehabilitation loans in its portfolio. The program is funded with State Department of Housing and Community Development HOME funds.



Twain Harte Home receives new roof through County Owner Occupied Rehabilitation Program.

The Housing Rehabilitation Program makes deferred, low interest (3%) loans to qualified low income households living in the unincorporated areas of the County who own their home but are not able to afford to rehabilitate their property to correct serious health and safety issues. By securing a

rehabilitation loan, the family is able to remain in their home and live in a decent, safe environment. The program is particularly well suited to seniors. It also allows people with

disabilities to make necessary modifications to their homes to give them increased mobility and safety. Loans are in the \$40,000 to \$85,000 range. The term of the loan is 30 years, with payments deferred for fifteen years.

The County has a considerable number of older homes in need of repair and this program provides an opportunity to improve the condition of the housing stock. It also employs local contractors, thus providing jobs.

Housing Division staff administers the program and an inspector from the Building and Safety Division is assigned to inspect the property and determine the scope of work. The work performed corrects health and safety issues and serious deterioration, such as a leaky roof, non-functioning or poorly functioning appliances including stoves or refrigerators, inadequate or no heat, deteriorated windows or doors, leaky pipes, and deteriorated exterior paint or stucco. Nonessential items and upgrades are not covered by the loan.

Families who participate in the program are encouraged to use green building methods and materials, such as effective air sealing, weather-stripping, water-saving fixtures, long-lasting materials, energy efficient windows, and other green features. If appliances, hot water heater systems, or heating/cooling systems need to be replaced as part of the scope of work, borrowers are encouraged to use products meeting ENERGY STAR standards.

Solar



In 2012, the County formed a partnership with Grid Alternatives, a statewide nonprofit organization that provides solar electric systems to low-income homeowners who are participating in other affordable housing programs. Funding is provided through the state Solar Initiative.

Clients of the County's Housing Rehabilitation and First-Time Homebuyer Program are eligible to participate. Solar panels, which are tied to the home's electrical system, are installed on the home at little or no cost to the homeowner. This helps the household save on their electric bills.



The first homeowner was approved for the program in 2013 but their panels were not installed due to technical difficulties. GRID Alternatives and the local contractor who was assisting with the installation determined that the panels would compromise a portion of the roof. GRID Alternatives has had difficulty finding the resources to expand into Tuolumne County. Their closest regional office is in Fresno. It is difficult for them to work in a large service area because the work is labor intensive and requires them to work closely with local contractors. As a nonprofit, they do not currently have sufficient resources for expansion. County staff will continue to work with GRID Alternatives in the hope that as they expand they will be able to offer their services to more clients in Tuolumne County.



Grid Alternatives installing solar panels funded through the Statewide Solar Initiative.

Inclusionary Housing Ordinance

To date, no units have been built under the inclusionary housing ordinance and no funds have been collected in the Affordable Housing Trust Fund. The ordinance was originally adopted on March 18, 2008, and shortly after, the housing market took a dramatic downturn.

In 2012, the Board of Supervisors converted the existing Inclusionary Housing Ordinance, codified in Chapter 17.65 of the County Ordinance Code, from a mandatory to a voluntary, incentive-based program. The purpose of the voluntary system is to encourage development of affordable housing by expanding the effectiveness of the County's Inclusionary Housing Program. Developers have the option of either providing affordable units or paying an in-lieu fee into the County's Affordable Housing Trust Fund.

The new, voluntary program offers incentives such as fee waivers, relaxed development standards, and density bonuses to developers who agree to set aside one or more units as affordable. If a developer does not wish to apply for any of these incentives then no affordable housing or in-lieu fee is required.

Housing Projects With Affordable Units

A total of 157 affordable units have been approved by the Board of Supervisors. Prior to adoption of the Inclusionary Ordinance, a number of developers volunteered to include an affordable housing component in their land development projects. Some offered affordable units while others offered specified fees that will be placed in the County's Affordable Housing Trust Fund.

Six residential subdivisions that were approved prior to the adoption of the inclusionary ordinance voluntarily included affordable units. These projects combined are required to provide 63 units of housing that is affordable to moderate income level (120% of median income) households once the developments are completed. In addition, the Mountain Springs Community, approved by the Board of Supervisors on October 14, 2008, (after the adoption of the Inclusionary Ordinance) is required to provide 54 dwelling units affordable to households earning at or below the median income. In 2010, the Board of Supervisors approved the Peaceful Oaks Estates Subdivision, which includes 40 affordable units.

Approved Developments with Affordable Units	
Subdivision	No. of Affordable Units
Sierra Meadows	5
Parrotts Ferry Village	36
Twin Creeks	6
Sloan/Fifth Avenue	10
Sunshine Meadows	4
Wilcox Park	2
Mountain Springs	54
Peaceful Oak Estates	40
Total Affordable Units	157

The Sierra Meadows Subdivision has built and sold the five homes they were required to provide as affordable units. Habitat for Humanity sold the first eight affordable units at Parrotts Ferry Village in 2013 and two more are under construction.

Approved Projects with In-Lieu Fees

Under the inclusionary ordinance, some developers have agreed to pay an in-lieu fee into the County's Affordable Housing Trust Fund rather than provide the affordable units. On February 7, 2012, the Board of Supervisors adopted an ordinance that temporarily lowered the in-lieu fee from 1% of the County median home price down to 0.25% of the County median home price as determined by the County Assessor each year on March 1. This fee is paid for each of the market-rate units in the development.

The County median home price as of March 1, 2013 was \$163,750 as determined by the County Assessor which sets the in-lieu fee at \$409.37. The temporary in-lieu fee reduction was adopted by the Board in response to a weak economy. The fee reduction is set to sunset on December 31, 2016.

In-lieu or specified fees are required to be paid when a developer pulls their building permits. To date, no in-lieu fees have been collected for the Affordable Housing Trust Fund.

The County's Affordable Housing Trust Fund, when funded, will be used to increase or improve the supply of affordable housing for lower income households within the County in accordance with the Housing Element of the County General Plan. Funds can be used to construct, rehabilitate or subsidize housing or assist other government entities, private organizations or individuals to do so. Projects can include rental or for-sale housing.

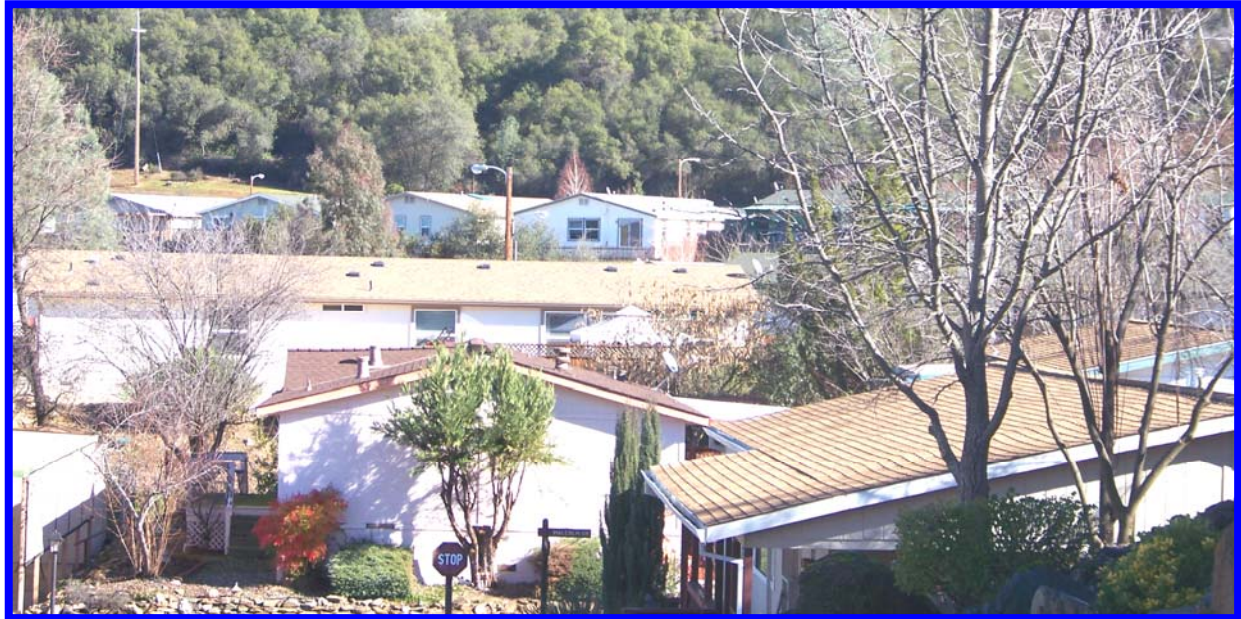
Approved Housing Developments with Housing Fees		
Project	Fee Type	Units
Approved Prior to Ordinance		
Gold Country Commons (Urban Community Investments, LLC) (T06-050) off Cabezut Road	Specified (\$60,000 total)	41
Subtotal	\$60,000	41
Approved from Ordinance adoption – Dec. 31, 2011		
Weinstein (TSM 06T-061) at O'Byrnes Ferry	In-lieu	16
Dambacher Estates (TSM 05TSM-45(2) at Peaceful Oak Road	In-lieu	16
Gann Investments, LLC (TPM08-021)	In-lieu	26
Leyenda Way Property, LLC (TPM07-044)	In-lieu	22
KCM, LLC (TSM04-131)	In-lieu	7
Menelik Estates (TSM10-023)	In-lieu	15
Red Tail Ridge (TSM06-062)	In-lieu	46
Total Number of Units with In-Lieu Fees		148
Total Number of Units with Fees		189

Prior to the adoption of the inclusionary ordinance, two projects voluntarily offered to contribute funds for affordable housing during the approval process. The restriction expired on one of the projects. Gold Country Commons continues to have an in-lieu fee requirement. The amount was proposed by the developer and was not based on the inclusionary ordinance in-lieu fee calculation. Projects with fees that are not based on the ordinance in-lieu fee calculation are referred to as projects having "specified fees" in the chart located above.

Above is a list of approved developments that have in-lieu or specified fee requirements. To date, none of the projects have paid their fee because they are not yet at a point in the development process where the fee is due.

Mobilehome Rent Control Ordinance

In 1995, the Board of Supervisors adopted a Mobilehome Rent Control Ordinance that limits the size of a rent increase that park owners can charge their tenants who are under rent control. Under the ordinance, which is codified in Chapter 5.28 of the Tuolumne County Ordinance Code, park owners are allowed to increase rents based on the percent increase in the Social Security Cost of Living. Any increases over and above this amount would need to be approved by the Board of Supervisors as per the process outlined in the ordinance. In 2013, there were a total of 1,869 mobilehome spaces in Tuolumne County, of which 743 spaces were under rent control.



CRA staff is responsible for the following:

- Notifying park owners of the across-the-board rent increase based on the Social Security Cost of Living (COLA). The COLA increase in 2013 was 1.5%.
- Calculating the amount of the annual fee to administer the ordinance. For 2013, the annual fee was \$30. As specified in the ordinance, the park owners and the residents under rent control share the cost of administration.
- Billing the park owners for the annual fee.
- Collecting information annually concerning the number of spaces under rent control and the rents currently being charged.
- Processing applications for rent increases over the allowed cost of living increase.
- Handling any questions or complaints concerning the County's Rent Control Ordinance.

In addition to these duties, staff conducted a mobilehome resident survey in 2013 as required in the ordinance. The purpose of the survey is to help verify that park owners are submitting correct information as to how many spaces are under rent control.

Housing Element

The County is in the process of updating the Housing Element of the County General Plan. Staff has been working with the Board of Supervisors Housing Policy Committee to update the policies and programs the County plans to undertake over the next five years, which is the planning period for the next Housing Element update. The County must revise the Housing Element and have it certified by the State Department of Housing and Community Development no later than June 30, 2014.



Members of the Board of Supervisors Housing Policy Committee discussing the Housing Element Update.

The State Department of Housing and Community Development certified the existing comprehensive update of the Housing Element of the General Plan in 2010. This document serves as a guide for housing through 2014. The updated Housing Element retained the five goals established in the previous Element and added a sixth goal concerning energy efficiency. The following information presents each of those goals and the corresponding accomplishments that were made in 2013:

The following information presents each of those goals and the corresponding accomplishments that were made in 2013:

1. ***Maintain a variety of adequate sites to accommodate households of all types, characteristics, and income levels to meet Tuolumne County's share of the regional housing need.***
 - The Community Resources Agency Geographic Information System (GIS) Division continues to help housing service providers and developers locate properties based on land use designation, zoning, development status, property size, and location to assist in meeting the County's share of the regional housing need. During 2013, staff from the Planning and Housing Divisions met with several developers interested in constructing affordable housing projects in the County.
2. ***Encourage and promote the development of very low-, low-, and moderate-income housing for the residents of Tuolumne County to meet the regional housing need.***
 - During 2013, the Housing Division closed 22 first-time homebuyer loans, which created 22 housing units affordable to households earning at or below 80% of the area median income. These units can be counted towards the Regional Housing Needs Goal.
 - The Housing Loan Review Committee continues to meet to make loan and grant decisions for the County's First-Time Homebuyer, Housing Rehabilitation for Homeowners, and Tenant-Based Rental Assistance Programs. The Housing Division staffs the Committee and the Community Resources Director and the Chief Building Official serve on the Committee.
 - The Inclusionary Ordinance offers incentives to developers of housing projects if they provide affordable housing or pay an in-lieu fee. Staff from the Planning and Housing Divisions continue to work with developers of residential projects who wish to utilize inclusionary housing incentives.

3. ***Minimize government constraints in order to facilitate development of affordable housing in Tuolumne County.***
 - Effective July 1, 2013, the Board of Supervisors eliminated all Design Review Committees, two planning Advisory Committees and three Area Planning Commissions within the County to streamline the application and development review process.
 - Consistent with Chapter 3.50 of the Ordinance Code, the County Services Impact Mitigation Fee is waived for residences that qualify as affordable housing. This chapter was amended in 2013 to clarify what projects and types of developers qualify.
 - Pursuant to Section 17.65.070(A)(4) of the Tuolumne County Ordinance Code, the Planning Division continued to prioritize processing applications for land development projects that propose affordable housing units.
4. ***Conserve and improve the existing stock of safe, sanitary, and affordable owner occupied and rental housing in Tuolumne County.***
 - Since 2010, the County has assisted three homeowners through the Owner Occupied Rehabilitation Program and is currently working on another two homes.
5. ***Strive to provide residents of Tuolumne County with decent housing in a suitable environment so they are not excluded on the basis of economic, ethnic, age, gender, or disability characteristics.***
 - The County's affordable housing programs described in this report provide a variety of affordable housing opportunities to a wide segment of the population.
 - The Inclusionary Ordinance provides both affordable units and in-lieu fees that can be used to provide affordable housing.
6. ***Energy Conservation - Increase the efficiency of energy use in new and existing homes.***
 - The Owner-Occupied Rehabilitation program encourages borrowers to use green building methods and materials as well as energy efficient appliances.
 - The Housing Division promoted loan and grant programs offered by the California Rural Home Mortgage Finance Authority (CHF) of which the County is a member. CHF is a California government entity with 30 member counties who are also members of the non-profit Regional Council of Rural Counties (RCRC). The Program helps homeowners to finance home energy efficiency improvements. The program has received interest from residents in Tuolumne County but the program did not assist anyone from the County in 2013.
 - The County assisted nine first-time homebuyers purchase a home with green and universal design (accessibility) features through the County of Tuolumne Green First Time Homebuyer Program.
 - The County formed a partnership with Grid Alternatives which offer solar electric panels to qualified households participating in the County's First Time Homebuyer and Housing Rehabilitation Programs.

Housing Development

Habitat for Humanity

Tuolumne County Habitat for Humanity is constructing Parrotts Ferry Village, a 36-unit townhome development located at the intersection of Damin Road and Parrotts Ferry Road in Columbia. Staff is working with Habitat for Humanity to utilize the County's Green First Time Homebuyer Program and WISH Down Payment Assistance Program, providing up to \$70,000 of assistance per home. In 2013, the County assisted eight Habitat homebuyers and the total assistance amount from the County was \$534,000.



Habitat for Humanity's Parrots Ferry Village under construction.

Tuolumne Apartments

Tuolumne Apartments is a 52-unit affordable housing project in Tuolumne that was at risk of converting to market rate housing and was in need of major repairs. In 2013, the County of Tuolumne was awarded State HOME project funds in the amount of \$3,334,629. These Funds will be used to renovate the apartments, which are owned by the Michaels Organization, a for-profit affordable housing developer, and will extend the period of affordability for 55 years.



Tuolumne Apartments will be renovated with HOME Funds awarded to the County

Veteran's Housing

During 2013, staff worked with Amador Tuolumne Community Action Agency (ATCAA) staff to help them add an affordable housing development component to their organization. The foothill region, including Tuolumne, Calaveras, Amador, and Mariposa Counties, does not have any active affordable housing developers and groups from outside the region have not been eager to propose projects in our area. With reductions in funding for affordable housing, most affordable housing developers are not able to expand their service area at this time. ATCAA staff is considering a potential acquisition/rehabilitation project for affordable housing aimed at Veterans in transition. Visionary Home Builders, a nonprofit affordable housing developer in Stockton, has expressed interest in working with ATCAA on this project.

PLANNING DIVISION

The Planning Division was staffed by four Planners during 2013, including the Deputy Director of Community Services, one Senior Planner and two Planner IIs. The Deputy Director of Community Services also supervises the Housing and Solid Waste Divisions of the Community Resources Agency. The Planning Staff is assisted by a part-time GIS Technician. Clerical support is provided by three administrative professionals from the Clerical Division.



*From left:
Senior Planner Adam Paszkowski,
Planner Renee Hendry, and
CRA Deputy Director Mike Laird
(Not pictured: Planner Alex Guilbert)*

During 2013, the Planning Division processed 151 land development applications and reviewed 644 Building, Well, and Septic System Permits, three Demolition Review Permits, and four Grading Permits which were exempt from environmental review.

Staff continued to provide staff support to the following Commissions and Committees:

- Tuolumne County Planning Commission (TCPC)
- Historic Preservation Review Commission (HPRC)
- HPRC Demolition Review Committee (HPRCDRC)
- Local Agency Formation Commission (LAFCO)
- Airport Land Use Commission (ALUC)
- Board of Supervisors Planning Committee (BOSPC)

In July, the Board of Supervisors enacted changes to Chapter 2.36 of the Ordinance Code that eliminated the following Commissions and Committees, for which staff also provided support, through the month of June:

- Jamestown Area Planning Commission (JAPC)
- Columbia Area Planning Commission (CAPC)
- Southern Tuolumne County Planning Commission (STCPC)
- Tuolumne Design Review/Planning Advisory Committee
- Twain Harte Design Review/Planning Advisory Committee
- Phoenix Lake Country Club Estates Design Review Committee
- Muller Subdivision Design Review Committee

Planner Renee Hendry attended monthly meetings of the Agricultural Advisory Committee to provide staff support regarding land use matters. The Community Resources Director continued to serve on the Housing Loan Review Committee and the Deputy Director of Community Services provided Planning staff support to the Solid Waste Committee.

The Division also provided planning and environmental expertise on myriad land development proposals, administered the County's Surface Mining and Reclamation Act (SMARA) program, staffed the Public Information Center, and participated in other planning related activities which are summarized throughout this section.

Land Development Applications

In 2013, a total of 151 land development applications were received, representing a decrease of 37 from the 2012 total of 187. Of the 151 projects processed in 2013, 93 were "in-house" projects, such as Parcel Maps, Site Development Permits, Site Review Permits, Conditional Use Permits, and Variances, while 31 were projects that required review by the respective Planning Commissions or Board of Supervisors, such as Design Review Permits, General Plan Amendments, Zone Changes, Planned Unit Development Permits, Subdivision Maps, Agricultural Preserve Alterations, and Williamson Act contracts.

The Division also processed 27 other projects that included abandonment of rights-of-way and easements, Ordinance Code Amendments, Film Permits, determinations of consistency with the General Plan, public works projects, and review of projects within adjacent jurisdictions and on Federal or State land in Tuolumne County.

PROJECT TYPE	NUMBER
Subdivision Maps	1
Parcel Maps - CEQA Review	3
Maps Exempt From CEQA	70
Site Development Permits	1
Site Review Permits	4
Conditional Use Permits	11
Variances	2
Design Review Permits	10
Zone Changes	10
General Plan Amendments	7
Planned Unit Development Permits	0
Agricultural Preserve Alterations	0
Pre-Application Reviews	2
Williamson Act contracts	2
Other Projects	28
TOTAL	151

Permit Reviews

Serving in an advisory capacity, the Planning Division reviewed and commented on 651 permits referred from other divisions of the CRA during 2013. These 651 permits, shown in the table below, represent an increase of 112 permits from the 2012 total of 539.

Type of Permit	Number
Building/Well/Septic Permit	644
Demolition Review Permit	3
Grading Permit (CEQA Exempt)	4
TOTAL	651

Planning Staff time involved in reviewing these types of permits ranged from ten minutes to several hours. At a minimum, the Planning Division reviews each application for compliance with zoning regulations and conditions from previous entitlements that may affect use of the property. Many applications also require review for impacts to known cultural resources

consistent with the County's Cultural Resources Management Ordinance. Review of Building, Well, Septic, and Grading Permits for impacts to known cultural resources requires approximately 15 minutes per application. In some cases, however, Planning Staff must conduct a site inspection to evaluate an application or to verify the location of known cultural resources on a site. Demolition Review Permits for structures over 50 years in age require consideration by the Historic Preservation Review Commission Demolition Review Committee and therefore, require additional Planner time.



Public Information Center

During 2013, Counter Planners were available on an “on call” basis during regular business hours to assist the counter staff with planning matters and complete work assigned to the Counter Planner. The Counter Planner responds to inquiries regarding land development regulations and assists property owners with development of their property. The Counter Planners respond to approximately 50 inquiries per week.

The Counter Planners also assist property owners by providing information necessary to complete Natural Hazard Disclosure Statements, which are required by State law prior to the close of escrow on refinancing a loan or purchasing property. Although the County's obligation, according to the law, is to advertise the availability of maps and other data used in investigating any natural hazards on properties, the Planning Staff assists property owners by providing the required information based on the maps and data the Division maintains for the County. This provides a service to sellers and realtors by reducing the amount of research time required of them to list and sell properties. In 2013, the Counter Planners assisted property owners, title companies, and realtors by completing 29 Natural Hazard Disclosure Statements.

The Counter Planners also review applications for fictitious business names through an arrangement with the County Clerk. The purpose of this review is to verify that the business is consistent with the zoning district of the property where the business is proposed and to identify additional permits required. Prior to obtaining a fictitious business name, the business owner must obtain a zoning affidavit from the Planning Division. During 2013, Counter Planners processed 215 zoning affidavits.

Home occupations are allowed in all zoning districts provided that home businesses are consistent with the regulations specified in the Zoning Ordinance. The Counter Planners assist residents in determining if their proposed business is consistent with the County's home occupation regulations. If the business is determined to be consistent, a home occupation record is completed by the business owner and the Planner. During 2013, the Counter Planners completed 122 home occupation records.

Permit Tracking

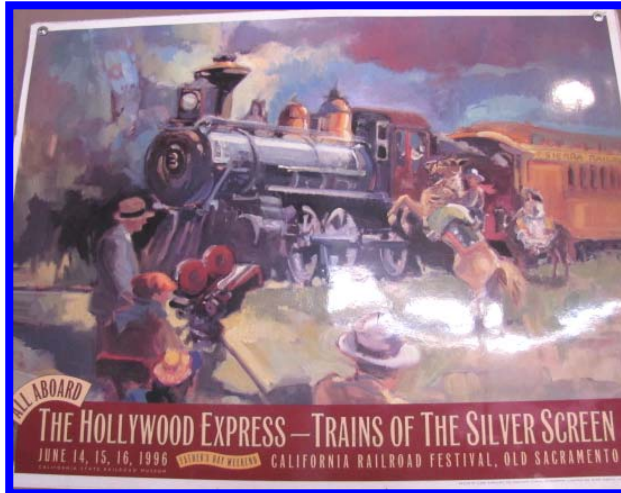
Permit tracking is the procedure the Department utilizes to notify project applicants of the impending expiration of Site Development Permits, Site Review Permits, Conditional Use Permits, Design Review Permits, Variances, Development Agreements, and Planned Unit Development Permits. The Survey Division notifies applicants of the impending expiration of Tentative Parcel Maps and Tentative Subdivision Maps.

Permits are typically valid for three years following project approval and are activated by securing a Building or Grading Permit or implementation of the use authorized by the permit. Two months prior to a permit's expiration, the project is evaluated to determine whether or not the permit has been activated by issuance of Grading or Building Permits. If the permit has not been activated, a postcard is mailed to the applicant advising of the pending expiration and offering an extension. If an extension is requested and granted, a letter is written to the property owner advising of the extension with a copy placed in the project file. During 2013, five postcards were sent to property owners.

Film Permits

Tuolumne County has a long and colorful history as the backdrop to many films and television series. The County encourages and promotes such events as an important aspect of the community's economy.

The Community Resources Agency reviews and issues Film Permits, incorporating feedback from the Roads Division, the Building and Safety Division, and the Environmental Health Division, as well as the Fire Prevention Division of the Tuolumne County Fire Department, to ensure that public health and safety are protected during filming. The Tuolumne County Film Commission is the liaison between the production crews and the Community Resources Agency.



In 2013, 11 Film Permits were issued for movies, documentaries, television series, web series, and commercials. The 11 Film Permits issued in 2013 represent an increase of eight permits from the 2012 total of three. Of the 11 Film Permits issued in 2013, seven used

Tuolumne General Hospital as a venue because it still provides a viable hospital backdrop and, in part, because it is rumored that the facility is haunted by ghosts. Other filming venues for filming during 2013 included Columbia State Historic Park, the Stanislaus National Forest, the Groveland Hotel, and the Iron Door Saloon.

Advanced Planning

In July 2013, the Board of Supervisors enacted revisions to the Tuolumne County Ordinance Code to streamline the permitting process by eliminating the Columbia, Jamestown, and Southern Tuolumne County Area Planning Commissions, eliminating Design Review Permits, reducing the size of the Columbia, Tuolumne, and Twain Harte Design Review Districts, and eliminating the Muller and Phoenix Lake Country Club Estates Design Review Districts. The Community Resources Director and Planning Division Staff spent considerable time during the first half of 2013 drafting ordinances, preparing diagrams, and attending meetings to implement these changes by July 1st.

On September 17th, the Board of Supervisors directed the Community Resources Director to begin a comprehensive update of the Tuolumne County General Plan. Supervising Senior Planner Adam Paszkowski has been assigned to oversee this project, with the Board of Supervisors Planning Committee serving as the steering committee. The Planning Committee will begin reviewing revisions proposed to the Land Use Element and the General Plan land use diagrams in January 2014. The General Plan Update is anticipated to be completed in 2015.

During the past year, Planning Division Staff also spent considerable time on the following projects:

- Worked with the Agricultural Commissioner and the California Department of Conservation to draft revisions to the County's Williamson Act regulations to foster agritourism.

- Worked with the Housing Division to update the Housing Element of the General Plan, which must be completed by June 30, 2014.
- Worked with the Columbia Area Planning Commission to complete the update of the Columbia Design Guide, which was adopted by the Board of Supervisors on May 21st.
- Oversaw completion of the contract for the Community Transformation Initiative to propose revisions to the General Plan, Ordinance Code, and other County policy documents to implement the Blueprint Project and include Health in all Policies principles.
- Prepared revisions to the Land Use Element of the General Plan to address disadvantaged unincorporated communities, which must be adopted prior to the update of the Housing Element.
- Prepared revisions to the Fire Protection Section of the Safety Element of the General Plan, which must be adopted prior to the update of the Housing Element.
- Prepared revisions to the Safety Element of the General Plan to incorporate by reference the 2013 Tuolumne County Multi-Jurisdictional Hazard Mitigation Plan.
- Prepared revisions to Chapter 17.62 of the Ordinance Code regarding signs, which were adopted by the Board of Supervisors on December 3rd.

Staff Training

In order to work effectively as a Planner in Tuolumne County, substantial training is required. Planners must be familiar with many Federal and State laws, as well as County regulations. During 2013, new issues important to planning within the State and County continued to evolve. In order to remain current on these and other issues that affect planning in Tuolumne County, members of the Planning Staff attended numerous training sessions.

Date	Training	Location	Attendees
January 17	Abbott & Kindermann Land Use, Environmental and Real Estate Law Update	Modesto	Bev Shane, Mike Laird
January 18	Ralph M. Brown Act	Sonora	Mike Laird
February 13	TUD Ditch System Field Trip	Sonora	Mike Laird
February 27	TUD Water Treatment Field Trip	Sonora	Mike Laird
April 9-10	Office of Mine Reclamation SMARA Workshop	Marina	Adam Paszkowski
April 10-12	CALAFCO Staff Workshop	Sacramento	Mike Laird, Renee Hendry
May 7	Managing Multiple Projects	Modesto	Alex Guilbert
June 21	Keeping Time VI Historic Preservation Conference	Sonora	Bev Shane, Renee Hendry, Alex Guilbert
Aug. 28-30	CALAFCO Annual Conference	Lake Tahoe	Renee Hendry
Sept. 13-15	Sierra Nevada Alliance 20 th Anniversary Conference	Lake Tahoe	Adam Paszkowski, Renee Hendry
Oct. 25	SMARA Financial Assurance Cost Estimate Workshop	Napa	Adam Paszkowski
Nov. 14	AB 1234 Ethics Training	Sonora	Bev Shane, Mike Laird

Additionally, the Community Resources Director attended the California County Planning Directors Association's Annual Meeting in Sacramento on February 7th and 8th to obtain information on new legislation and recent land use litigation.

Two members of the Planning Staff are certified by the American Institute of Certified Planners (AICP) as professional planners. Those members of the Staff are Community Resources Director Bev Shane and Deputy Director of Community Services Mike Laird. Both of these Planners complete at least 32 hours of continuing education training every two years to maintain this certification.

Environmental and Planning Review

Technical Assistance on Road Projects

During 2013, the Planning Division provided assistance to the Roads Division regarding several road projects. These efforts involved reviewing environmental reports from consultants, preparing environmental documents, conducting field studies, and providing guidance on environmental issues. Specific projects with which the Planning Division assisted the Roads Division during 2013 included:

- 2013 County Service Area (CSA) Road Maintenance contract
- Jamestown Sidewalk Project
- Lime Kiln Road Reconstruction
- Preston Lane Improvements
- Woodhams Carne Road Rehabilitation
- Marshes Flat Road Culvert Replacement
- Tuolumne Road/Standard Road Signalization Project
- Rawhide Road Bridge Replacement Project
- State Route 108/Fifth Avenue Intersection Improvement Project



Technical Assistance to Transportation Council

During 2013, Planning Staff provided technical support for the following projects, as requested by the Tuolumne County Transportation Council:

- Tuolumne County Transportation Council Willow Springs Bus Shelter
- Tuolumne County Transportation Council Tuolumne Memorial Park Bus Shelter

Review of Environmental and Planning Documents



The Planning Division reviews environmental documents prepared by other agencies for projects that may affect Tuolumne County. This effort includes reviewing environmental documents for projects proposed by various government agencies, such as Yosemite National Park, Stanislaus National Forest, U.S. Bureau of Land Management, U.S. Bureau of Reclamation, the State of California, and local jurisdictions, coordinating responses and preparing comments for consideration by the Board of Supervisors Natural Resources Committee. Specific projects reviewed during 2013 include the following:

- State Department of Water Resources Statewide Flood Management Planning Program
- State Board of Forestry and Fire Protection Fire Safe Regulations Update

Planning Staff also reviewed documents and provided comments and data to other local jurisdictions, including the City of Sonora and the Tuolumne Utilities District (TUD), for the following projects during 2013:

- TUD Big Hill Water System – Columbia Water System Interconnection
- TUD Gardella Treated Wastewater Irrigation System
- Calaveras County General Plan Update
- City of Sonora advisory agency response regarding the Sonora Regional Medical Center Outpatient Pavilion

During 2013, Planning Division Staff continued to participate in meetings to develop the Tuolumne-Stanislaus Integrated Regional Water Management Plan (IRWMP) spearheaded by the Tuolumne Utilities District. Planning Division Staff also participated in meetings of the Phoenix Lake Task Force to assist that group in its efforts to conserve Phoenix Lake.



Environmental Information

The Community Resources Agency continued to maintain biological and cultural resources databases, as well as information on flood zones, fire hazard areas, soil resources, geologic hazards, noise contours, and mineral resources. During 2013, information regarding known cultural resources was updated through an agreement with the Central California Information Center at California State University, Stanislaus in Turlock. Information regarding biological resources was updated through the California Natural Diversity Database maintained by the California Department of Fish and Wildlife.

Database information was shared with other local agencies during 2013. Local agencies assisted included the County Administrator's Office and the Tuolumne Utilities District. Environmental information was also shared with Registered Professional Foresters preparing Timber Harvest Plans and biologists preparing studies for land development projects.

Timber Harvesting Plans



In 2013, the Planning Division reviewed one Timber Harvesting Plan and 13 Timber Harvest Exemptions referred to the County by the California Department of Forestry and Fire Protection (CAL FIRE) and Licensed Timber Operators for compliance with the County Zoning Ordinance and to assist CAL FIRE with review of cumulative impacts. The Plans and Exemptions reviewed complied with County regulations. Staff also utilized the County's biological and cultural resources databases to advise the CAL FIRE Area Forester of the presence of

special status plant or animal species or known cultural resources in the vicinity of proposed timber harvests which could require protection during timber harvesting operations.

ABC Licenses

The Planning Division is charged with review of State Department of Alcoholic Beverage Control (ABC) License applications, which involves several steps. Once an application has been received by the Planning Division, the zoning of the parcel is determined. If the site is not zoned appropriately for alcohol sales, ABC officials are notified of such. If the site meets all County requirements, then the application is noted in the Planning Division's records and filed away.

A total of 25 ABC applications were reviewed by the Planning Division during 2013. The applications included a variety of license types: Type 02 for winegrowers, Type 17 for beer and wine wholesalers, Type 20 for off-sale beer and wine, Type 40 for on-sale beer, Type 41 for on-sale beer and wine for bona fide public eating places, Type 42 for on-sale beer and wine, Type 47 for on-sale general in an eating place, and Type 58 for a caterer permit.



Solid Waste

During 2013, Planning Division Staff attended scheduled meetings of the Board of Supervisors Solid Waste Committee to provide assistance with planning issues and environmental review requirements. Planning Staff assisted the Solid Waste Division with preparation of documents for storm damage repair at the Jamestown Landfill. The repair was completed in November 2013.

General Plan Implementation

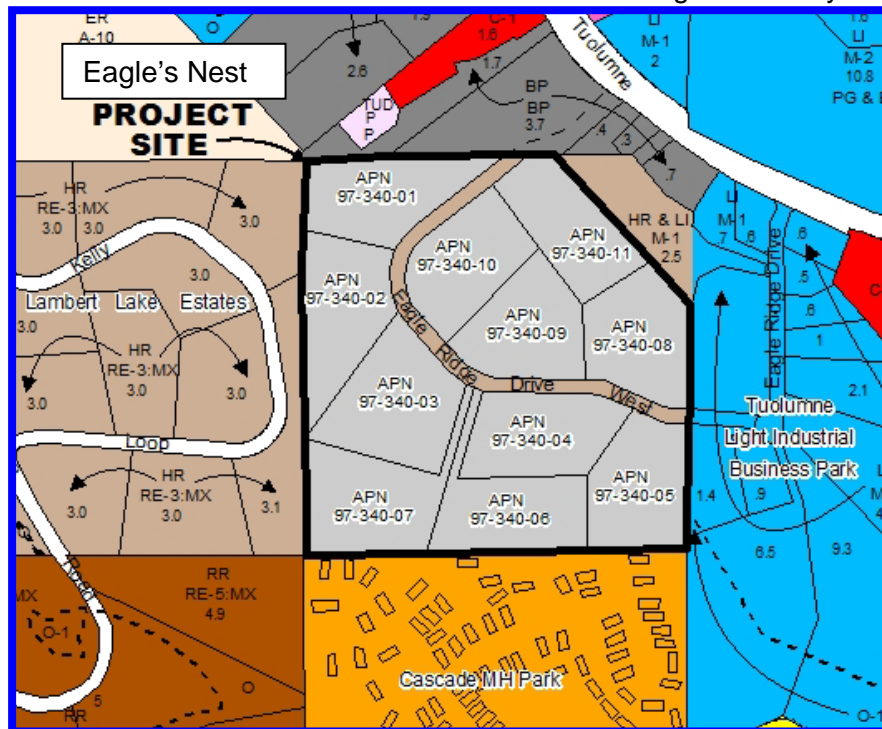
On December 26, 1996, the Board of Supervisors adopted the comprehensive update of the County's 1980 General Plan, which contains a multitude of implementation programs that involve updating ordinances and other County regulations. Since the adoption of the General Plan, the Planning Division has been working on implementation of that long-range plan as time allows.

During 2013, the Planning Division coordinated with the Tuolumne County Transportation Council (TCTC) to prepare a proposal to update the Regional Transportation Plan (RTP) and comprehensively update the General Plan for consideration by the Board of Supervisors. This proposal included preparation of a joint Environmental Impact Report (EIR) to evaluate potential environmental impacts associated with the updates of both documents. On September 17th, the Board of Supervisors approved the proposal and directed the Planning Division to begin updating the General Plan. In addition to updating the existing 13 elements and five community plans, the Board directed that two new elements be prepared: a Water Element and a Healthy Communities Element. Supervising Senior Planner Adam Paszkowski has been assigned to oversee the General Plan Update. The Board of Supervisors Planning Committee (BOSPC) will serve as the steering committee for the General Plan Update.

During the following months, the Planning Division began drafting revisions to the General Plan. Amendments to the General Plan land use diagrams were prepared first, since the TCTC requires these changes to conduct its modeling for the RTP Update. The Planning Division has also prepared revisions to the Land Use Element. These revisions will be considered by the BOSPC in January 2014. Revisions to other elements, community plans and the two new elements will be considered by the BOSPC during the first half of 2014.

Land Use Diagrams

In 2013, the Planning Division received two applications from property owners requesting amendments to the General Plan land use diagrams. Only one of these applications was



considered by the Board of Supervisors in 2013. The Board approved the request of IAE Investments, LLC to amend the land use designation of their 0.4± acre parcel in Jamestown from General Commercial (GC) to Mixed Use (MU) to facilitate the construction of retail space and five residences. The other General Plan Amendment applied for in 2013 involves the Oak View Estates project, a proposed 120-lot subdivision located near Soulsbyville. This project was submitted in October and will likely be considered by the Board in 2014.

During 2013, the Board of Supervisors also approved two General Plan Amendment applications that were submitted in 2011. The Board approved the request of Edward and Carla Brown to amend the land use designation of a 34.9± acre site in East Sonora from Homestead Residential (HR) to Mixed Use (MU) to facilitate development of the Eagle's Nest Independent Living Facility. The Board also approved the application of Golden State Holdings to amend the land use designation of a 5.3± acre site in Columbia from General Commercial-Airport Overlay (GC-AIR) to Mixed Use-Airport Overlay (MU-AIR) to facilitate construction of an 80-unit apartment complex. Following approval, opponents of this project filed a lawsuit against the County and property owner and on December 3, 2013, the Board of Supervisors rescinded its actions regarding this project, including the General Plan Amendment, at the request of the property owner.

Land Use Element

The focus of the Land Use Element of the General Plan is on identifying areas suitable for development of various land uses to meet the needs of the County as it continues to grow and to provide for compatibility of such uses. The Board of Supervisors adopted a comprehensive update of the Land Use Element on September 19, 2006. The Land Use Element was amended on July 19, 2011, by the Board to implement the Housing Element of the General Plan. No amendments to the text of the Land Use Element were adopted in 2013.

Section 65302.10(a) of the Government Code requires that the County review and update its Land Use Element to address disadvantaged unincorporated communities on or before the next update of the Housing Element. The Housing Element of the General Plan must be updated by June 30, 2014. Therefore, Planning Division Staff prepared amendments to the Land Use Element to address disadvantaged unincorporated communities. These amendments were considered by the BOSPC at its meeting on December 19th. At that meeting, the BOSPC recommended approval of the proposed amendments subject to minor revisions. These amendments must be adopted by the Board of Supervisors by June 30, 2014; therefore, they were prepared separately from the comprehensive update of the General Plan.

Circulation Element

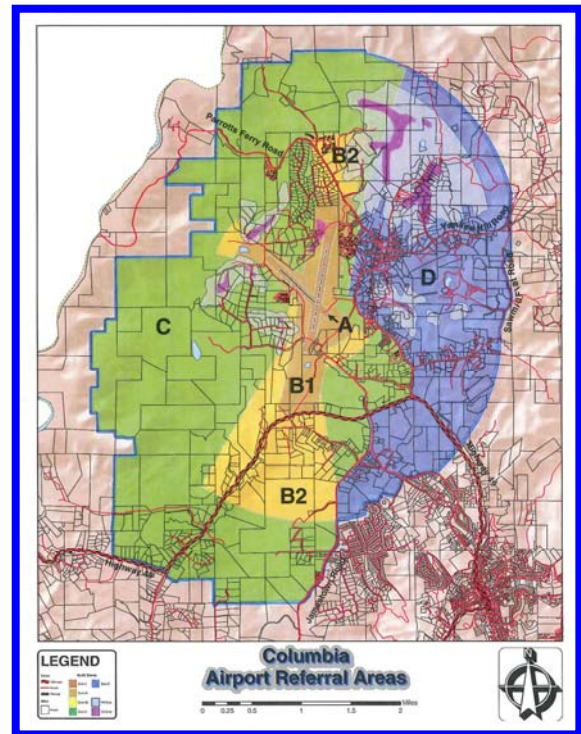
The Planning Division continued to provide support to the Tuolumne County Transportation Council (TCTC) and the Roads Division on various transportation issues related to implementation of the Circulation Element during 2013. The Planning Division continued to implement the Traffic Impact Mitigation Fee Ordinance on a project-by-project basis. During 2013, \$123,336.52 was collected pursuant to this program, down \$150,520.57 from the \$273,857.09 collected in 2012. The Planning Staff also coordinated with the Roads Division to formulate mitigation measures for new development to provide its fair share of the improvements necessary to the County's circulation system impacted by an individual project.

The Community Resources Director continued to serve on the TCTC Technical Advisory Committee in 2013. That Committee provides input on the TCTC's work program and on various projects undertaken by the Council that implement the Circulation Element of the General Plan. The Community Resources Director also continued to provide staff support to the Board of Supervisors Transportation Committee. That Committee reviews policies affecting the County's roads and other transportation issues.

During 2012, the County completed the Regional Blueprint Planning Project begun in 2007. On August 21, 2012, the Board of Supervisors accepted the Blueprint Project summary report and selected the Distinctive Communities alternative as the preferred growth scenario for the County. Also in 2012, the County Health Department received a grant under the Community Transformation Initiative. A portion of the grant was used to hire a consultant to conduct a review of the General Plan, the Ordinance Code, and other County planning documents to identify

revisions necessary to implement the preferred growth scenario and health in all policy principles. The Planning Division administered the contract for the County. The report was accepted by the Board of Supervisors on September 17, 2013, and will be used to update the General Plan, specifically the Land Use and Circulation Elements.

The Community Resources Director serves as the Secretary to the Tuolumne County Airport Land Use Commission (ALUC). In 2003, the Planning Staff began implementation of the *Airport Land Use Compatibility Plan* adopted by the ALUC on January 22, 2003. During 2012, Planning Staff worked to complete implementation of the Airport Land Use Compatibility Plan by preparing deed notices for all parcels within the airport influence areas for recording. During 2013, approximately 2,000 of the 5,000 deed notices were recorded. The County Recorder has advised of problems associated with recording the remainder of the notices. These problems must be resolved prior to recording the remainder of the deed notices, which will hopefully occur in 2014.



Housing Element

The current Housing Element of the General Plan was adopted by the Board of Supervisors on July 6, 2010, pursuant to Resolution 61-10, and was subsequently certified by the California Department of Housing and Community Development (HCD) as meeting the requirements of State Housing Element law. The Housing Element contains six goals that are designed to provide adequate housing for all of the County's citizens. A discussion of the County's efforts during 2013 to implement each of these goals is found in the Housing Division Section of this document.

The Housing Element is required to be updated by June 30, 2014. During 2013, the Planning Division assisted the Housing Division in preparing amendments to the Housing Element to satisfy State Housing Element law. The Board of Supervisors Housing Policy Committee considered the proposed amendments at its meetings on November 6th and December 18th and will continue consideration at its meeting on January 15, 2014.



During 2013, the Community Resources Director continued to serve on the Housing

Loan Review Committee and assisted the Housing Program Coordinator provide staff support to the Board of Supervisors Housing Policy Committee.

Conservation and Open Space Element

During 2013, the Planning Staff continued to implement the Conservation and Open Space Element, which includes measures for conserving timber resources, mineral resources, scenic resources, energy resources, water resources, and biological resources.

The Final Report of the Tuolumne County Water Quality Plan was completed on March 26, 2007. The Water Quality Plan contains a Project Assessment and Evaluation Plan which serves to implement Program 4.L.a of the Water Resources Section of the Conservation and Open Space Element. The Tuolumne County Resource Conservation District continues to supervise volunteers who sample the water from Sullivan Creek, Curtis Creek, Woods Creek, Sonora Creek, Peppermint Creek, Turnback Creek, Twain Harte Creek, and Garrotte Creek for testing of various components of water quality to monitor the health of the County's waterways.



Planning Staff continued implementing the Scenic Resources Section of the Conservation and Open Space Element in 2013 by utilizing the *Hillside and Hilltop Development Guidelines* and *Guidelines for Development Along Scenic Routes* during review of land development applications as required by Implementation Programs 4.I.c and 4.I.g of the Scenic Resources Section of the Conservation and Open Space Element.

The Community Resources Agency continued to conserve economically important mineral lands identified by the State Division of Mines and Geology through review of land development applications during 2013. The Planning Division also oversees the County's Surface Mining Reclamation Program to verify that mining operations within the County comply with the State Surface Mining and Reclamation Act (SMARA). These activities are described in the Mine Permitting and Compliance Section at the end of this chapter.

Implementation Program 4.J.a of the Biological Resources Section of the Conservation and Open Space Element directs the County to prepare a Biological Resources Conservation Handbook to replace the *Tuolumne County Wildlife Handbook*, which was originally adopted in 1987. On July 2, 2013, the Board of Supervisors determined to not prepare a Biological Resources Conservation Handbook and instead, appointed a seven-member Biological Resources Ad Hoc Committee to prepare amendments to the Biological Resources Section to conserve biological resources without a Handbook. These amendments will be incorporated into the General Plan Update. The Community Resources Director and Deputy Director of Community Services provided staff support to the Ad Hoc Committee during 2013 to assist the Committee achieve its mission.



California Red Legged Frog

During 2013, Planning Division Staff continued to work with developers to mitigate impacts to biological resources resulting from land development applications either by using the strategy contained in the *Tuolumne County Wildlife Handbook* or by implementing mitigation identified in project-specific evaluations.

Safety Element

The Safety Element of the General Plan consists of sections addressing geologic hazards, flood hazards, fire protection, the criminal justice system, emergency services, and hazardous materials. A comprehensive update of the Safety Element was adopted by the Board of Supervisors on September 15, 2009.

Section 65302(g)(3) of the Government Code requires that the safety element be reviewed and updated to address the risk of fire for land classified as State Responsibility Areas and land classified as very high fire hazard severity zones. Amendments must be adopted prior to the next revision of the Housing Element, which must be updated by June 30, 2014. During 2013, the Planning Division worked with the State Board of Forestry and Fire Protection, CAL FIRE, and the Tuolumne County Fire Department to draft amendments to the Fire Protection Section of the Safety Element. The Board of Supervisors Planning Committee considered the draft amendments at its meeting on December 19th and recommended approval of the proposed amendments with minor revisions. These amendments must be adopted by the Board of Supervisors by June 30, 2014; therefore, they were prepared separately from the comprehensive update of the General Plan.

During 2013, the Safety Element continued to be implemented on a project-by-project basis. Land development applications were reviewed by the Planning Division for geologic and flood hazards. Such applications were referred to the Fire Prevention Division of the Tuolumne County Fire Department, the California Department of Forestry and Fire Protection (CAL FIRE), the local Office of Emergency Services, and other affected fire protection agencies and emergency service providers for identification of applicable fire protection and emergency services regulations. Applications were referred to the Sheriff's Department for review of impacts to the criminal justice system. The Fire Prevention Division and the Environmental Health Division reviewed applications for identification of hazardous materials issues and applicable regulations.

The Flood Hazard Section of the Safety Element is implemented through Chapter 15.24 of the Tuolumne County Ordinance Code – Flood Damage Prevention. Tuolumne County participates in the National Flood Insurance Program. Flood hazard zones are identified on the Federal Emergency Management Agency Flood Insurance Rate Maps. The Community Resources Director serves as the County's Flood Zone Administrator. During 2013, Planning Division staff continued to assist property owners to determine the extent of flood zones on their property. Determinations were made in conjunction with review of 644 applications for Building, Well, and Septic System Permits and 29 Natural Hazard Disclosure Statements. Such determinations allow the County to protect the floodways and assist property owners to obtain flood insurance only when it is necessary. No building permits were issued during 2013 that would allow construction of structures within any designated flood hazard zone.



Noise Element

During 2013, the Noise Element was implemented on a land development project-by-project basis. Each application for a discretionary land development entitlement was reviewed for compliance with the Noise Element and conditions were applied, where necessary, to insure that noise generated or received by new development is within the acceptable range established by the Noise Element.

Public Services and Facilities Element

Similar to the Safety and Noise Elements, the Public Services and Facilities Element has primarily been implemented on a project-by-project basis with each land development application being reviewed for consistency with the standards for water, sewer, and other services established in this Element of the General Plan.

The Element is also implemented by the County in developing new facilities to meet the service needs of its citizens. The County broke ground for the new County Law and Justice Center in 2011 and during 2013, the Community Resources Director continued to assist the County Administrator's staff in complying with myriad environmental regulations applicable to this project.

Cultural Resources Management Element

At its meeting on April 7, 2009, the Board of Supervisors adopted a comprehensive update of the Cultural Resources Management Element of the General Plan. The Cultural Resources Management Element recognizes the importance of past activities that have helped shape Tuolumne County's "sense of place." Some of the goals of this element include:

- Identification of prehistoric and historic resources;
- Providing incentives for protection;
- Promoting economic activity compatible with a historic environment;
- Developing a consistent and predictable environmental review process;
- Maintaining the County's cultural heritage;
- Promoting community appreciation through education; and
- Setting an example for cultural resources management.

Identification of resources is accomplished in a number of ways, one of which is the completion of cultural resources inventories of the developed communities within the County. Six such cultural resources inventories exist, which include a history of the community and brief information about the historic structures of the community. The communities are: Chinese Camp, Big Oak Flat and Groveland, Soulsbyville, Jamestown, Tuolumne, and Columbia. An inventory of Twain Harte is partially complete but the unavailability of grant funding has slowed its completion.

Incentives for the conservation of cultural resources include the County's Mills Act program, which grants property tax relief to owners of eligible properties. In addition, the Tuolumne County Historic Preservation Review Commission has prepared a brochure describing the Mills Act program. Copies of the brochure are available at the Public Information Center in the Community Resources Agency and at the Tax Collector's Office. In 2013, several inquiries were fielded but no applications were submitted for Mills Act contracts.

Title 14 of the County's Ordinance Code – Cultural Resources, implements the Cultural Resources Management Element of the General Plan as it relates to development projects.



Planning Staff uses the County's cultural resources database and historic maps to determine if development projects will impact known cultural resources. The database was created under an agreement with the State Office of Historic Preservation and the Central California Information Center, located at California State University, Stanislaus in Turlock. Since 1999, applicable ministerial projects, such as building, well, and septic permits, have been reviewed to determine if the proposed improvements

would impact a known cultural resource. In most cases, there are no impacts. When resources are identified, the project can usually be redesigned to avoid the resource.

During the review of discretionary entitlements, such as a Tentative Parcel Map or Conditional Use Permit, a cultural resources survey of the affected property may be required if the site exhibits characteristics that indicate that there may have been prehistoric or historic activities on the site. Such characteristics include the presence of a water source, evidence of prehistoric or historic activities on the site, or proximity to a known resource. The cultural resources survey, completed by a qualified professional at the applicant's expense, includes a history of the ownership and use of the property and documents any resources that are found on the property. Mitigation measures are typically adopted to minimize impacts to identified cultural resources that are determined to be significant. These studies add to the collective knowledge of the County's cultural resources.



Chapter 14.08 of the Ordinance Code addresses demolition of historic structures. Prior to demolition of a structure that is at least 50 years old, the Historic Preservation Review Commission Demolition Review Committee must conduct a review of the application. While such applications must be approved or conditionally approved, this process allows for conservation of other historic elements on a site or, where necessary, recording of information about the structure to be demolished for future reference. During 2013, three (3) Demolition Reviews were issued for removal of structures, including a restaurant and storage building in Jamestown, an apartment building west of Jamestown and three outbuildings in Soulsbyville.

Recreation Element

The Recreation Element of the General Plan is implemented through the provision of recreational facilities in new residential developments or through the payment of in-lieu recreation fees. In 2013, the Board of Supervisors approved two subdivisions, one of which will provide recreational amenities for their residents. The Brown Subdivision, located on Eagle Ridge Drive West in East Sonora, will provide trails and other on-site recreational amenities for its elderly residents. The Sanguinetti Subdivision, located on Old Wards Ferry Road, will pay fees in lieu of providing recreational facilities for its residents.



Agricultural Resources Element

As the County population grows, pressure to convert agricultural land increases. During 2013, Planning Staff continued to provide interpretation of the policies and programs contained in the Agricultural Resources Element to property owners considering development. Of particular interest are the policies designed to prevent premature conversion of agricultural land and to protect adjacent agricultural lands from impacts generally associated with land development. Planning Division Staff also attended meetings of the Agricultural Advisory Committee to assist the Committee in its consideration of land development applications involving parcels under Williamson Act contract and those consisting of, or located adjacent to, important agricultural lands.

On February 5, 2013, the Board of Supervisors reviewed amendments to the Agricultural Resources Element and Zoning Ordinance recommended by its Planning Committee to foster agritourism and also change County policy regarding conversion of agricultural land. The Board concurred with the proposed revisions and directed Staff to consult with the Department of Conservation regarding changes to rules for participation in the Williamson Act program, prepare environmental review documents, and schedule the proposed amendments for consideration by the Planning Commission.



During 2013, the Planning Division and the Agricultural Commissioner drafted revisions to Resolution 106-04, the County's rules for Williamson Act participation, where were consistent with the amendments proposed to the Zoning Ordinance. Following consultation, the Department of Conservation determined that several revisions were not consistent with the intention of the Williamson Act. In 2014, Staff will continue to work with the Board of Supervisors and the Department of Conservation to revise County rules to promote agritourism.

During 2013, no land was added to the Williamson Act program, but 789.9± acres were removed because contracts expired. No Notices of Nonrenewal were filed by property owners to remove land from Williamson Act contracts. As of January 1, 2014, there are 120,090.2.0± acres in the County under Williamson Act contract, of which 14,928.3± acres are in nonrenewal status.

Economic Development Element

On May 3, 2011, the Board of Supervisors adopted a comprehensive update of the Economic Development Element. Implementation Program 10.A.f of the Element directs the Community Resources Agency to maintain and enhance its permit tracking system. During 2013, Planning Division Staff continued to more fully utilize the capabilities of the County's permit tracking system to prepare reports, log project reviews and inspections, and record time spent on each activity.

Policy 10.A.7 of the Economic Development Element promotes an open line of communication between the Board of Supervisors, clientele, and the agencies or departments which issue permits related to commerce. One method the Community Resources Agency uses to facilitate communication is through publication of the *CRA Bulletin*, which provides information about changes in codes, personnel, and other information that may assist the development community. In 2013, editions of the *CRA Bulletin* were distributed in March, June, September and November.

During 2013, the Community Resources Director and Deputy Director of Community Services continued to participate on the Development Process Review Team, created by the County Administrator to discuss development issues among County Staff and the Tuolumne County Building Industry. The Team meets quarterly to discuss the Development Process Review Report published for the previous quarter and to discuss other ways to streamline the processing of land development applications. The Report identifies how well County development divisions are achieving the goals they have established for application processing times. During 2013, the Planning Division met its goals for processing times for 10 of the 18 applications that were completed. The Division met its goals for processing times in its review of one Site Development Permit, one Site Review Permit, four Conditional Use Permits, two Tentative Parcel Maps, and two Tentative Subdivision Maps.



Implementation Program 10.A.i of the Economic Development Element directs the County to implement follow-up customer service surveys to gauge customer service satisfaction and suggest changes to permit processing. The Community Resources Agency has provided follow-up customer service survey forms at the Public Information Center since 1998. Completed survey forms are reviewed by the Community Resources Director and forwarded to the County Administrator's Office for review. These survey forms continued to provide feedback on customer service and ideas for streamlining the development review process throughout 2013.

The Planning Division also sends a customer service questionnaire to each applicant upon completion of processing their application. During 2013, approximately 11 letters were sent with two responses received. One response praised staff for answering questions thoroughly but the other response indicated that processing the application required too much time.

Implementation Program 10.B.a of the Economic Development Element directs the County to adopt a reasonable and justified schedule of mitigation fees. In 2013, the Board of Supervisors reduced the County Services Impact Mitigation Fee by approximately 50%. During 2013, the County collected \$125,147.06 in County Services Impact Mitigation Fees, which represents an increase of \$30,892.31 from the \$94,254.75 collected in 2012.

The Economic Development Element promotes using the County's website as well as other media outlets for disseminating information to local businesses. During 2013, the County revised its website to be more user friendly. The Community Resources Agency webpage includes descriptions of each division within the department and provides a hot topics list of important issues. The Agency's Land Development Application, instructions for applicants, Planning Commission agendas and minutes, current environmental documents, General Plan text and General Plan land use diagrams, other planning documents, and the County Ordinance Code are available online. Property owners can determine the land use designation and zoning of their property online and can also sign up to be notified of meetings that they may wish to attend.

Implementation Program 10.F.k of the Economic Development Element directs the County to fast-track Film Permits. During 2013, the Community Resources Director issued 11 Film Permits. Each of these Film Permits was issued within a short time frame following receipt of the application by the Department in order to meet production schedules.

In 2008, the Board of Supervisors and the Sonora City Council established a Joint Powers Authority (JPA) to provide oversight of economic development issues. The Community Resources Agency continued to assist the Tuolumne County Economic Development Authority throughout 2013 with its local business retention, expansion, and attraction efforts as requested.

Air Quality Element

During 2013, the Air Quality Element of the General Plan continued to be implemented on a land development project-by-project basis. Each application for a discretionary entitlement is reviewed for compliance with the Air Quality standards established by the General Plan. During review of land development applications, the Planning Division consults with the Tuolumne County Air Pollution Control District to verify compliance with its standards, which are referenced in the Element.

Community Identity Element

The Community Identity Element addresses quality-of-life issues, including aesthetic values, rural character, community involvement, and history. This Element is implemented through the Jamestown, Columbia, East Sonora, Tuolumne, and Mountain Springs Community Plans, as well as through review of development proposed within other defined communities.



Columbia Community Plan

On June 16, 2009, the Board of Supervisors adopted a comprehensive update of the Columbia Community Plan. During 2013, the policies and programs contained in that Plan continued to be implemented on a project-by-project basis through review of land development applications. Through June, this review was conducted by the Columbia Area Planning Commission. Thereafter, Staff reviewed applications for consistency with the Columbia Community Plan.

Following adoption of the amendments to the Columbia Community Plan, the Columbia Area Planning Commission began the process of updating the Columbia Design Guide, which had not been updated since 1967. The Commission and Planning Staff spent substantial time during the past two years drafting amendments to the design guidelines. The revised Columbia Design Guide was adopted by the Board of Supervisors on May 21, 2013.

East Sonora Community Plan

During 2013, the Tuolumne County Planning Commission continued to implement the policies and programs of the East Sonora Community Plan on a project-by-project basis. Of particular significance are programs directing the provision of sidewalks, street trees, pedestrian lighting, and protection of water quality. The Board of Supervisors adopted the East Sonora Design Guide on May 19, 2009. During 2013, the Design Guide continued to be implemented by the Tuolumne County Planning Commission and the Planning Division on a land development project-by-project basis.



Jamestown Community Plan

The Board of Supervisors adopted a comprehensive update of the Jamestown Community Plan on July 5, 2011. During 2013, the policies and programs contained in that Plan continued to be implemented on a project-by-project basis through review of land development applications. Through June, this review was conducted by the Jamestown Area Planning Commission. Thereafter, Planning Staff reviewed applications for consistency with the Jamestown Community Plan.



During 2013, Planning Division Staff assisted Engineering Division Staff with its review of the Jamestown Sidewalk Project. This project would provide pedestrian facilities from Main Street to Railtown State Historic Park and Jamestown Elementary School by repairing and constructing sidewalks. The project, to be constructed in 2014, would also add a "walk of fame" to the sidewalks commemorating motion pictures that have been filmed in Jamestown and Tuolumne County.

Tuolumne Community Plan

On April 24, 2007, the Tuolumne Community Plan was adopted by the Board of Supervisors as Chapter 17 of the General Plan. The Plan establishes goals, policies, and implementation programs to provide the planning tools necessary to assist the community of Tuolumne in its continuing efforts to move into the future while still retaining its ties to the past. The plan consists of five main sections which include Land Use, Circulation, Public Facilities and Services, Recreation, and Cultural Resources. During 2013, the policies and programs of the Community Plan continued to be implemented on a project-by-project basis.

Mountain Springs Community Plan

On October 14, 2008, the Board of Supervisors adopted the Mountain Springs Community Plan as Chapter 18 of the Tuolumne County General Plan. The Community Plan encompasses an area of approximately 1,063 acres and will guide growth and development of the Mountain Springs Community, which will ultimately consist of 600 primary residential units, 26 secondary residential units, a village center with 20,000 to 35,000 square feet of retail and office space, and a hotel/lodge/conference facility on land surrounding the Mountain Springs Golf Course, located adjacent to Lime Kiln Road approximately three miles south of the City of Sonora.

Mine Permitting and Compliance Program

The Planning Division serves as lead agency compliance staff for the State Surface Mining and Reclamation Act (SMARA) regarding mines in Tuolumne County. This State law requires all mining operations larger than a minimum threshold to have approved reclamation plans and financial assurances. On an annual basis, the financial assurances are reviewed for adequacy based upon the activity of the mining operation in conjunction with the annual SMARA inspection.

Under the County's annual mine inspection program, staff visits each operation for a tour and to discuss the changes that occurred during the past year. These annual inspections are conducted at the end of each calendar year and inspection reports are prepared and become part of the

mining operations' compliance file at the State. In order for a mining operation to be on the State compliance list, it must have submitted a report to the State, been inspected, and have an approved reclamation plan and financial assurance. If a mine is not on the State list, it cannot sell materials to any State agency, including Caltrans. Tuolumne County has nine mines with approved reclamation plans and either permits to operate or that are operating under

vested rights. Those mines include the Blue Mountain Minerals Mine, the George Reed Quarry, Woods Creek Rock, the Montezuma Quarry, the Jamestown Mine, the Priest Pit, the Pine Mountain Quarry, Cooper Clay Pit, and the Cooperstown Quarry.



Montezuma Quarry

During 2008, an application was received for the Cooperstown Quarry, located along the far western boundary of Tuolumne County. Due to the declining availability of rock aggregate sources in the State, there has been increased interest by large materials companies in finding aggregate sources in our area. The Cooperstown Quarry project is designed to provide crushed rock products to a wide regional or statewide market, using the adjacent Sierra Railway as the only transportation method to haul the bulk product. The mining method will consist of excavating an open pit surface mine of approximately 135-acres in nine (9) phases, with concurrent reclamation of mined areas to grazing land. The Use Permit and Reclamation Plan for this project were approved by the Board of Supervisors on April 5, 2011. A lawsuit was subsequently filed by opponents of the quarry. On September 4, 2012, a settlement agreement that had been approved by the other parties was approved by the Board of Supervisors and on January 7, 2014, the Board amended the Use Permit and Reclamation Plan to implement the settlement agreement.

In 2010, the State Mining and Geology Board considered the status of counties and cities in California acting as both the operator of a surface mining operation and the lead agency for enforcement of SMARA. The Mining and Geology Board concluded that the same entity should not represent the interests of an operator, while at the same time be charged with regulatory authority in terms of inspections and financial assurances. During 2011, it was determined in court that the Trustee for the Jamestown Mine is the entity responsible for reclamation of that site so the County remains the Lead Agency under SMARA for that mine. Consequently, the Planning Division conducted the annual inspection of the Jamestown Mine again in 2013.

Because the Roads Division of the Community Resources Agency is the operator of the Priest Pit, the State Office of Mine Reclamation inspected that facility in 2013. The County plans to close the Pit in 2014 and significant progress was made in 2013 towards reclaiming this facility.

ROADS DIVISION

The Roads Division of the Community Resources Agency is responsible for the County Maintained Road System, which consists of 609± miles of roads. The roads are divided into four categories or functional classifications: Rural Minor Arterials equaling 15.8 miles; Rural Major Collectors equaling 85.0 miles; Rural Minor Collectors equaling 103.9 miles; and Rural Local Roads equaling 404.0 miles.

The County Road Crews are responsible for maintaining these roads, as well as 52 bridges, several box culverts, road fords, and thousands of culverts.

The County Road Maintenance Crews are divided into three Divisions: West Division located in Jamestown, East Division based in Tuolumne, and South Division stationed in Big Oak Flat. Each Division consists of between seven (7) to nine (9) crew members, who are directly supervised by a Road Crew Supervisor. The Road Crew Supervisors report directly to Barry Bynum, the Road Superintendent. Each Division monitors and maintains 200± miles of roads and the crews of each are intimately familiar with the roads within their respective Divisions.



Above - East Division Crew: back row, from left:
Jess Burkett, Tim Hicks, and Greg Volpi.

Front row, from left: David Montgomery, Fred Mote,
and Ray Ingalls, Road Crew Supervisor.

Not pictured: Gene Carsner, Ann Wever, and Francis Alberta.



Right - South Division Crew: from left:
Mike Lozano, Shane Morrison, Road Crew Supervisor,
Rob Gansel, Scott Anderson, and Wyatt Livingston.
Not pictured: Pete Kerrigan and Jack Hughes





Above: Support Services Division:
From left: Scott Meyers, Supervisor,
Barry Bynum, Road Superintendent,
John Burkett, and Kevin Curran

The Road Crews routinely maintain all of the roads within their respective Divisions. This work entails ditching, brush clearing, pavement patching, snow plowing, ice control, cut and fill slope maintenance, and culvert and storm drain inlet maintenance. The County Maintained Road System includes sidewalks and storm drainage systems in the unincorporated communities of Jamestown, Columbia, Tuolumne, Twain Harte, and Groveland.

The Road Crews are assisted by the Support Services Division. This Division is responsible for installing and maintaining all signage within the County Road System and providing construction improvements within the roads. This includes maintaining roadway stencils, including those used for crosswalks and stop bars, and other construction maintenance efforts. Some of the more recent paving projects for 2013 were:

EAST DIVISON	WEST DIVISION	SOUTH DIVISION
Dodge Ridge Road	Sullivan Creek Bridge Approach Repair	J59 Shoulder Work
Rim Fire Support	Grading on Italian Bar Road	Hazard Tree Removal on Evergreen Road
Repairs to Tuolumne Road North	Repairs to Lime Kiln Road	Repairs to Lime Kiln Road
		Rim Fire Support

Winter is a particularly busy time of year because severe storms can put a huge strain on the Road Crews and Support Services staff. A low snow storm can cause downed trees, utility wires, and poles and the Crews start very early in the morning and work well into the night in an effort to reopen the roads.

The Roads Division of the Community Resources Agency assists the staff of many County Departments, including the Sheriff, Airports, Office of the Agricultural Commissioner, the County Administrator's Office, the Health Department, the Environmental Health and Solid Waste Divisions of the Community Resources Agency, and the Tuolumne County Transportation Council.



Above: West Division Crew: from left: Mike Smittle,
Patrick Lunney, Spencer Stobaugh Steve Stewart,
Sean Anderson, Jeff Northrup, Road Supervisor,
and Garrett Anderson.

Not pictured: Marvin Ennis and Christine Leers.

Solid Waste Division

The Solid Waste Division is responsible for the oversight of the solid waste system which includes garbage, recycling and hazardous waste disposal as well as managing two closed landfills to meet State requirements. The collection and transportation of garbage to the landfill is handled by private companies under contract with the County. Recyclable Household Hazardous Waste is collected at two of the transfer stations as a requirement of the transfer station Agreements. Solid Waste Division staff maintains and operate the permanent household hazardous waste facility in Jamestown and work with a contractor to provide temporary household hazardous waste collection events. Along with the oversight of these programs, the Solid Waste Division complies with a myriad of State reporting requirements. County staff also completes some State reporting for the City of Sonora. The Countywide Integrated Waste Management Plan developed in 1995 and 1996 is the basis for the solid waste system in the County.



From left: Dan Hambrick, Solid Waste Compliance Officer, Diane Green, Solid Waste Technician II, Belinda Barlow, Solid Waste Manager

The primary funding for the Division comes from the Integrated Waste Management Fee collected at the Cal Sierra Transfer Station. Cal Sierra Transfer Station is the consolidation point for all waste generated in the County. A portion of the tipping fee paid by self haul customers (\$34.30 per ton) and by franchise haulers (\$28.30 per ton) is remitted to the County each month. The \$4.00 gate fee collected at Cal Sierra Transfer Station comes directly to the Solid Waste Division budget.

The Solid Waste Division regularly applies for and receives State grant funding for the collection and recycling of used oil and oil filters and for recycling programs. Household Hazardous Waste Grants are available periodically. Through the County's membership in the Rural County Representatives of California, Environmental Services Joint Powers Authority (ESJPA), the Solid Waste Division participates in regional Tire Amnesty grants.

The Solid Waste Division has a staff of three, a Solid Waste Manager, a Solid Waste Technician II and a Solid Waste Compliance Officer. All staff is trained in Hazardous Waste and can assist at the collection days and events. Other cross training occurs when possible.

Solid Waste Collection

The County is divided into four Franchise Collection Areas. Burns Refuse Service handles Area 3 which includes most of the area between Tuolumne Road and Tuolumne Road North and a portion of Wards Ferry Road. Moore Bros. Scavenger Co. operates in Area 4 which covers the Moccasin area to the border of Yosemite National Park. Areas 1 and 2 are handled by Cal Sierra Disposal a Waste Management Company which services the rest of the County. The County has entered into long term contracts with these haulers. The Cal Sierra Disposal contract is effective until 2022. Both the Burns Refuse Service and Moore Bros. Scavenger Co. contracts are effective until 2023. All three contracts contain an option for a ten year extension.

2013 Projects and Accomplishments

- Met with collection companies to discuss concerns and ensure accurate data collection and reporting.
- Reached a compromise agreement with Waste Management regarding the outstanding balance on the County's solid waste collection bill.
- Worked with collection companies on the Mandatory Commercial Recycling Law.
- Responded to customers who have issues and complaints with the collection companies.
- Completed and submitted the Municipalities Report to the Air Resources Board.
- Facilitated the franchise hauler rate increases based on the Consumer Price Index and the pass through of the increase in disposal costs at the transfer station.
- Worked with collection companies to ensure waste from the Rim Fire was properly noted.

Solid Waste Disposal

There are three transfer stations in the County that are open to self haul customers as well as the garbage collection companies. The Big Oak Flat (Groveland) Transfer Station serves the south County residents. The Pinecrest Transfer Station serves residents in eastern areas of Tuolumne County. The waste from both of these transfer stations is consolidated at the Cal Sierra Transfer Station in East Sonora where it is loaded into transfer trucks and taken to Highway 59 Landfill in Merced County. The amount of waste coming into the landfill has dropped by approximately 30% since 2006. This is due primarily to increased recycling.

TONS SENT FOR DISPOSAL								
YEAR	2006	2007	2008	2009	2010	2011	2012	2013
TONS	46,665	44,698	38,981	37,508	36,600	35,493	33,480	33,412

2013 Projects and Accomplishments

- Provided oversight of the contracts with each transfer station.
- Inspected the facilities several times during the year.
- Met with Facility Managers to review issues of concern and to ensure accurate data collection and reporting.
- Assisted with the Annual Transfer Station Methods Report due to the State.
- Worked with Waste Management, the Local Enforcement Agency and the Engineering Division on repairs needed at the Pinecrest Transfer Station. This project will be completed in 2014.

- Completed and released a Request for Proposals for the Operation of the Big Oak Flat (Groveland) Transfer Station (GTS).
- Prepared information for the Board of Supervisors on various options operation of the GTS.
- Worked with the Air Pollution Control District to renew the Burn Permit for the GTS.
- Worked with the Transfer Stations to record waste from the Rim Fire.
- Facilitated the rate increase for Cal Sierra Transfer Station.
- Facilitated a gate fee at the Big Oak Flat (Groveland) Transfer Station and a reduction in disposal cost for GTS at Cal Sierra Transfer Station.
- Actively working with Merced Regional Waste Management Authority on a new long term contract for disposing of Tuolumne County Waste at Highway 59 Landfill in Merced.

Landfills

Tuolumne County has two closed landfills that require groundwater and landfill gas monitoring as well as postclosure maintenance. The Jamestown Landfill received final closure in June of 2009. The Groveland Landfill was closed in December of 2002. A private consultant hired by the County performs the semi annual monitoring of groundwater and landfill gas levels and submits the required reports to the State. Monthly inspections and two storm water sampling tests following major storm events are completed by Solid Waste Division staff.

2013 Projects and Accomplishments

- Conducted monthly inspections and minor maintenance of both closed landfills.
- California Regional Water Quality Control Board (CRWQCB) personnel conducted landfill inspections in June and November. No major issues were noted during their inspections.
- Revised Waste Discharge Requirements were issued for the Groveland Landfill in April. They required submittal of a Groundwater and Surface Water Monitoring Network Workplan by September 1st. The workplan, submitted in August, is under review by the CRWQCB.
- Repair Plans for the December 28, 2012, minor slide at the Jamestown Landfill were prepared and submitted in August to the CRWQCB for review. The CRWQCB approved the Repair Plans in September. Work was completed in November and the Completion Certification Report was submitted to the CRWQCB in December.
- Goats were used again at the Jamestown Landfill to graze excess vegetation from early August to early October. In November, Baseline Conservation Crews cleaned the drainage ditches at the Jamestown Landfill in preparation for the wet season.
- In November, Baseline Conservation Crews cleared brushy vegetation and small pines from the Groveland Landfill and cleaned the drainage ditches in preparation for the wet season.

Slide Repair at Jamestown Landfill



Before Repair



After Repair

Recycling and Diversion

Burns Refuse Service Commingled Recycling

Tons 2012	Tons 2013
152.7	156.99
(2.81% increase)	

The 2-cart commingled re-cycling program used by two of the franchise haulers has increased recycling in the County. Cal Sierra Disposal-Waste Management and Burns Refuse Service offer bi-weekly collection of commingled recyclables. Moore Bros. Scavenger Co. does not offer curbside pick-up of recyclables, instead

Cal Sierra Disposal- Waste Management Commingled Recycling

Tons 2012	Tons 2013
2,178.29	2,398.63
(10.12% increase)	

they maintain a source separated drop off center at their business office for residents and businesses.



Moore Bros. Drop off Center

The County annually receives non-competitive funding from CalRecycle's Division of Recycling. The City of Sonora has designated the County to receive the City's allocation of the City/County Payment Program funds. The County uses the funds for programs and education. This funding is scheduled to be eliminated in the future. Another two-year cycle of the Tire Amnesty grant began June 2013. The Solid Waste Division plans to hold two tire amnesty events in 2014 and one in 2015.

2013 Projects and Accomplishments

- Distributed recycling totes to residents of several for multi-family dwellings and to City and County staff for convenient desk side recycling.
- Collected and recycled 1,704 tires through the Tire Amnesty Event held in October.
- Promoted Christmas tree recycling.
- Listed the *Save Our Styrofoam* collection event sponsored by the Master Gardeners in cooperation with Waste Management on the County's website.

Household Hazardous Waste

Recyclable Household Hazardous Waste (RHHW)

Certain household hazardous wastes are allowed to be accepted at RHHW collection facilities. These wastes are accepted at the Cal Sierra Transfer Station and the Big Oak Flat (Groveland) Transfer Station. These wastes include:

- | | |
|-----------------------|-------------------------------|
| ▪ Antifreeze | ▪ Fluorescent lamps and bulbs |
| ▪ Auto batteries | ▪ Latex paint |
| ▪ Household batteries | ▪ Mercury containing devices |
| ▪ Electronic waste | ▪ Motor oil and filters |



Diane Green at Cal Sierra Transfer

The County receives funding through CalRecycle's Oil Payment Programs (OPP). The County receives approximately \$19,000, including the funding for the City of Sonora. These funds help support the County's six used oil collection facilities and the nine State Certified Collection Centers. Five of the Certified Collection Centers are located within the Sonora city limits.



Oil collection at Columbia Airport

Household Hazardous Waste

Since July of 2011, the County has operated a permanent household hazardous waste facility in addition to holding temporary collection events. The Jamestown Mine Household Hazardous Waste Collection Facility (JMHHWCF) is usually open one day per month by appointment only. Our hazardous waste contractor provides one trained chemist and two Solid Waste Division staff are on site during collection days.

2013 Projects and Accomplishments

- Coordinated one Temporary Household Hazardous Waste Event in Sonora in June. One business and 123 residents brought 18,775 pounds of waste to the event.
- The JMHHWCF was open 10 days in 2013, during which 141 residents and 24 businesses brought waste.
- Assisted Mariposa County staff at a temporary household hazardous waste collection event held at Don Pedro Transfer Station in February. The event was a partnership between Mariposa and Tuolumne Counties and served Tuolumne County residents living in the Don Pedro area.



Pictures of the June Household Hazardous Waste Event in Sonora

- Waste from the loadcheck locker at Cal Sierra Transfer Station was brought to the JMHHWCF for consolidation four times. This saves the County money by not shipping partial drums from Cal Sierra Transfer Station direct for disposal.
- 14,699 gallons of used oil and 4,870 oil filters were recycled in 2012 (2013 data not available yet).
- Facilitated Amendment to the Hazardous Waste Collection Agreement to allow our contractor to collect and recycle PaintCare Program Products through the PaintCare program saving the County \$13,260 since August.
- Applied for and received a Household Hazardous Waste (HHW) grant to fund secure doors for the RHHW cargo containers at the Groveland Transfer Station to reduce theft and vandalism, awnings for the Jamestown Household Hazardous Waste Collection Facility, and other supplies.
- In November, the grant advisor for the HHW grant came to the County to see our facility.
- Helped promote two Pharmaceutical Take Back events sponsored by the YES Partnership and the Sheriff.
- Continued the partnership with Cal Sierra Disposal to share the cost of the sharps collection box at their office.
- Hosted a booth at the Home and Garden Show (pictured at right) on April 13 and 14, financed with grant funds. This is an annual outreach event for the Division.



Illegal Disposal

The Solid Waste Division responds to complaints of illegal dumping on private properties and on public rights-of-way. In addition, the Solid Waste Division responds to complaints involving the illegal storage of solid waste by property owners or their tenants (premises violations). Upon receiving a complaint, the Solid Waste Compliance Officer makes a site visit to conduct an investigation. If a violation has occurred, procedures are followed to facilitate the clean-up. The Division works closely with the Code Compliance Task Force on properties with multiple code violations. The Division also works with individuals and groups that volunteer to clean up roadside litter, providing them with trash bags and coordinating the disposal of the filled bags. The photographs below show an example of an illegal dumpsite cleanup near Groveland by BLM in 2013.



Before



After



2013 Projects and Accomplishments

- In April and May 2013, with the assistance of an intern from UC Davis, over 60 known and unknown illegal dumpsites were data logged, photographed, and entered into the County GIS Illegal Dumping Database.
- In 2013, 37 new illegal dumping and 108 premises complaints were received.
- In 2013, 26 illegal dumping cases and 76 premises cases were closed.

The following photographs illustrate the successful clean-up of a premise violation:



Before Clean-up



After Clean-up

State Reporting

Assembly Bill 341, chaptered in October of 2011, set a recycling goal for the State of California of 75% diversion of solid waste by the year 2020. Counties are not individually bound to meet the 75% diversion at this time because it is a statewide goal; however, the State has been putting greater emphasis on the recycling programs within the County since the adoption of Senate Bill 1016.

By August 1st of each year, the Solid Waste Division submits an Electronic Annual Report to CalRecycle highlighting the diversion programs within the County and the City of Sonora.

Pounds Per Person Per Day Disposal Rate							
Jurisdiction	Target Rate	Actual Rate					
		2007	2008	2009	2010	2011	2012
County of Tuolumne	4.1	4.5	4	3.8	3.7	3.5	3.4
City of Sonora	7.8	6.7	6.2	5.8	6.4	5.8	5.5

2013 Projects and Accomplishments

- Submitted the Annual Report on the pounds of electronic waste collected each year to the Department of Toxic Substances Control. In 2013, 321,545 pounds were recycled.
- Submitted the Net Cost Report to CalRecycle on the collection of “Covered Electronic Waste” (CEW) which is waste for which consumers paid an advance disposal fee upon purchase.
- Submitted to CalRecycle the AB 939 Electronic Annual Report on over 43 diversion programs.
- Submitted Form 303 to CalRecycle for the collection of hazardous waste during fiscal year 2012-2013. 482,448 pounds of waste were collected, of which 422,679 pounds were recycled.
- In November, the Local Assistance and Marketing Development representative from CalRecycle toured the County regarding implementation of the Mandatory Commercial Recycling law.
- Submitted annual Stormwater Report for the landfills and our consultant submitted the semi-annual monitoring reports for both landfills.
- Submitted the Annual Inflation Factor Forms for the Post Closure Maintenance Financial Assurance for the closed landfills.

Professional Organizations and Training

Solid Waste Division staff belong to several different professional organizations. These organizations keep staff current on issues pertinent to the solid waste and recycling industry. Often they provide trainings, webinars and conferences and keep members up to date on pending legislation. The organizations include: the Solid Waste Association of North America (SWANA), the North American Hazardous Materials Management Association (NAHMMA), the California Resource Recovery Association (CRRA), the Northern California Recycling Association (NCRA), the Household Hazardous Waste Information Exchange (HHWIE), the California Product Stewardship Council (CPSC) and the Rural Counties' Environmental Services Joint Powers Authority (ESJPA).

In addition to listening to various Webinars, Solid Waste Division staff obtained the following training:

Date	Training	Attendees
February 27	Managing Multiple Projects	Diane, Dan and Belinda
March 14	8-hr. Hazwoper	Diane, Dan and Belinda
March 18-21	Managing Solid Waste Systems	Belinda
March 18-20	National Recycling Coalition	Diane
April 16-18	SWANA	Belinda
June 3-4	Commercial Food & Organics Recycling Program Introduction to Zero Waste	Diane
June 26	Loadcheck Training	Diane
July 29–Aug 1	Tuolumne County Website training	Diane
August 11-14	California Resource Recovery Association	Diane
October 14-18	Peace Officer Safety Training	Dan
October 28-31	Emergency Response for HHW Identification of Unknowns Chemistry for Non-Chemists	Belinda and Dan

TUOLUMNE COUNTY PLANNING COMMISSION

The Tuolumne County Planning Commission was established in the early 1960s, shortly after the County adopted its first Zoning Ordinance in 1959. The Commission is comprised of seven members, five of whom represent each of the County's supervisorial districts and two who serve at-large and provide countywide representation. The Commission conducted regularly scheduled meetings throughout 2013, on the first and third Wednesdays of each month, in the Board Chambers located on the 4th floor of the County Administration Building.



Chairman Dick Pland



Vice Chairman Ron Ringen

Commissioner Jerry Morrow served as the Commission's Chairman for the first six months of 2013 and Isaac Kight served as its Vice Chairman until May, when he resigned in order to accept a new job in Oklahoma.

Because of the Board of Supervisors' decision in early 2013 to disband the Area Planning Commissions, it postponed its reappointments to the Commission until after July 1st to allow the affected area planning commissioners the opportunity to apply for all seven of the positions, if they were interested in doing so. The Commission agreed not to conduct its annual election of officers

until after the Board had made its appointments and/or reappointments to the Commission.

In July, the Board reappointed Commissioners Jim Garaventa, John LaTorre, Jerry Morrow, and Bob Steele and appointed Dick Pland and Ron Ringen to the Commission. And in August, the Commission elected Commissioner Pland to serve as its Chairman and Commissioner Ringen to serve as its Vice Chairman.



**Former Vice Chairman
Isaac Kight**

The Commission elected Commissioners Jim Garaventa and Bob Steele to represent it on the Board of Supervisors Planning Committee and Vice Chairman Ron Ringen to serve as its Alternate Member. The Board of Supervisors reappointed Commissioner Steele to serve as the Commission's Agricultural Advisory Committee representative.



**Former Chairman
Jerry Morrow**

During 2013, Commissioners Garaventa and Morrow continued to serve on the California County Planning Commissioners Association (CCPCA) board as its Central District Representatives and both, along with Vice Chairman Ringen and Commissioner Steele, attended the 83rd annual CCPCA conference in Santa Clara County, which included a visit to the San Francisco 49ers new Levi Stadium.

The Commission considered 27 projects in 2013, including several ordinances amending the Tuolumne County Ordinance Code that included adding provisions for cottage food operations and mobile food vendors, eliminating the requirement to obtain Planned Unit Development Permits for parcels located within the C-K (Commercial Recreational) and M-U (Mixed Use) zoning districts,

establishing standards for directional signs located within County rights-of-way, updating the County's sign regulations, and streamlining development requirements by eliminating the need for Design Review Permits.

As in past years, the Commission had several opportunities during 2013 to listen to particularly heartfelt and moving testimony during its public hearings. Several projects come to mind,

Project Type	Number
Agricultural Preserve Alteration	1
Conditional Use Permits	6
General Plan Amendments	1
Resolution for LAFCO	1
Planned Unit Development Permits	1
Reclamation Plan	1
Site Development Permit	1
Tentative Parcel Map	1
Tentative Subdivision Map	2
Variance	1
Zone Changes	8
Amendments to Title 17	3
TOTAL	27

including the Maynard's Drug and Alcohol Dependency Center's Conditional Use Permit to expand its sober living facility and the Dick and Hazel Mitchell Conditional Use Permit for a residential care facility to shelter the homeless. And the Commission was greeted by a standing room only group of company employees when it considered Blue Mountain Minerals' request to expand its mining boundary and revise its pit phasing to allow flexibility in mining due to changing market conditions.

The Commissioners participated in several training opportunities during 2013, including "The Brown Act – Nuts and Bolts" and "AB 1234: Ethics" training sessions, which were conducted in January and November, respectively, by the Office of County Counsel. Several Commissioners also attended the Historic Preservation Review

Commission's sixth annual "Keeping Time" historic preservation workshop in June, and the aforementioned CCPCA conference.

Tuolumne County Planning Commission Roster

Commissioner	Appointment Date	Reappointment Date(s)	Date Term Expires
Jerry Baker (District 4)	February 10, 2009	July 2, 2013	February 15, 2017
Jim Garaventa (District 1)	August 7, 2012	July 2, 2013	February 15, 2017
Isaac Kight (District 2)	October 18, 2011	n/a	February 15, 2015
John LaTorre (District 3)	June 18, 2002	July 2, 2013 October 18, 2011 February 20, 2007	February 15, 2015
Jerry Morrow (At Large)	February 6, 2001	July 2, 2013 February 10, 2009 February 15, 2005	February 15, 2015
Dick Pland (At Large)	July 2, 2013	n/a	February 15, 2017
Ron Ringen (District 2)	July 2, 2013	n/a	February 15, 2015
Robert Steele (District 5)	August 25, 2009	July 2, 2013	February 15, 2017

7 Members - 4 year terms

Authority - Chapter 2.32 of the County Ordinance Code

2013 Attendance Record

Commissioner	01/16	02/06	04/17	05/15	06/05	06/19	07/03	08/21	09/18	11/06	12/04	Number of Absences
Baker	P	P	P	A	P	A	P	A	A	P	P	4
Garaventa	P	P	P	A	P	P	P	P	P	P	P	1
Kight	P	P	P	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	-0-
LaTorre	P	P	P	P	P	P	P	P	P	P	P	-0-
Morrow	P	P	P	P	P	P	P	P	P	P	P	-0-
Pland	N/A	N/A	N/A	N/A	N/A	N/A	P	P	P	P	P	-0-
Ringen	N/A	N/A	N/A	N/A	N/A	N/A	P	P	P	P	P	-0-
Steele	P	P	P	P	P	P	P	P	P	P	P	-0-
Stone	P	P	P	P	P	P	N/A	N/A	N/A	N/A	N/A	-0-

P = Present A = Absent

Vice Chairman Isaac Kight resigned from the Commission in May and Commissioners Dick Pland and Ron Ringen were appointed to the Commission on July 2, 2013.



Standing, from left:

Commissioner John LaTorre, Community Resources Director Bev Shane, Commissioners Jerry Baker, Jim Garaventa, and Jerry Morrow, and Commission Secretary Christine Mongsene.

Seated, from left:

Vice Chairman Ron Ringen, Chairman Dick Pland, and Commissioner Bob Steele.

Not Pictured are former Commissioners Patrick Stone and Isaac Kight

AREA PLANNING COMMISSIONS AND DESIGN REVIEW COMMITTEES



On April 2, 2013, the Board of Supervisors, after much consideration, adopted Ordinance 3220 to disband the County's Area Planning Commissions and Design Review Committees, effective July 1, 2013, and to provide for the appointment of Ad Hoc Design Review Committees to update design review guides as needed.

The Area Planning Commissions and Design Review Committees were comprised of individuals who volunteered their time to serve their communities. They spent countless hours studying the County's planning and development regulations, reviewing reports for development projects, visiting project sites, listening to public comments, and making decisions. The members of those Commissions and Committees received no remuneration from the County; their motivation to serve came from their personal desire to protect and enhance the communities in which they live.

During 2013, the members of these commissions and committees were:

Columbia Area Planning Commission – Chair Phil Reiss, Vice Chair Dale Decker, and Commissioners Cristine Barsanti, Angelo Costanza, Marilyn Fullam, and Leannah Rodes.

Jamestown Area Planning Commission - were Chair Charlotte Hague, Vice Chair Mary Stevens, and Commissioners Amber Doescher, Jim O'Neil, and Ken Spencer.

Southern Tuolumne County Planning Commission – Chair Patricia Elliott, Vice Chair Frank Oyung, and Commissioners Steve Crook, Jim Nagle, and Sheri Steele.

Muller Subdivision Design Review Committee – Chair Lynne Jerome, Quentin Clark, Sandra McKernan, and Edward Neri.

Phoenix Lake Country Club Estates Design Review Committee – Chair Jim Nuzum, Harry Auth, Steve Boyack, and David Brown.

Tuolumne Design Review/Planning Advisory Committee - Chair Dick Southern, Vice Chair Sharon Jones, and Lissa Anderson.

Twain Harte Design Review/Planning Advisory Committee – Chair Jim Johnson, Sandra Asquith, Susan Bailey, Rick Cavi, Jeanie Frankenstein, Charlene Heller, and Richard Schwarzmann.

In recognition and appreciation of the invaluable and dedicated service they provided to their respective communities and the County of Tuolumne, the Board of Supervisors honored the Commissioners and Committee members at a luncheon on June 20, 2013.



BUILDING BOARD OF APPEALS



The individuals seated on the Building Board of Appeals are representatives of the construction profession. The Board currently consists of one engineer and two contractors and there are two vacancies on the Board. The Board did not meet in 2013.

Members

Gerard Fuccillo

Donn Marinovich

Jorge Mercade

Vacant Position

Vacant Position

LOCAL AGENCY FORMATION COMMISSION



The Tuolumne County Local Agency Formation Commission, also referred to as "LAFCO," is governed by, and responsible for implementing, the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000. The LAFCO was created, in part, to encourage the orderly growth of government agencies, preserve agricultural lands, and discourage urban sprawl. The Commission conducted five meetings during 2013.

As a testament to his outstanding leadership, the Commission reelected Jack Sauls, who represents the general public, to serve as its

Chairman for yet another consecutive year and reelected Supervisor Randy Hanvelt to serve as its Vice Chairman. The LAFCO membership for 2013 also included Supervisor John Gray, Matt Hawkins and Ron Stern, both of whom represented the City of Sonora, and Alternate members Supervisor Evan Royce, Connie Williams, representing the City of Sonora, and Louise Giersch, representing the general public.



*Vice Chairman Randy Hanvelt
and Chairman Jack Sauls*

<u>LAFCO Staff</u>	<u>County Staff</u>
Executive Officer	Bev Shane
Assistant Executive Officer	Mike Laird
Planner	Renee Hendry
Department Support Tech	Karen Willenberg
Legal Counsel	Carlyn Drivdahl

The items considered by the Commission during 2013 included Municipal Service Reviews and Updates of the Spheres of Influence for a number of Special Districts and County Service Areas, a Resolution proclaiming July 17th as "LAFCO Day" in honor of its 50th anniversary, and its budget for fiscal year 2013-2014.

During 2013, Chairman Jack Sauls, Alternate member Louise Giersch, and Planner Renee

Hendry attended the annual 2013 CALAFCO conference, which was held at Squaw Valley in August and Ms. Hendry, Ms. Willenberg, and Assistant Executive Officer Mike Laird attended the CALAFCO Staff Conference, which was held in Davis in April.

Local Area Formation Commission Roster		
Commissioners	Representing	Term Expires
John Gray	County Board of Supervisors	December 2013
Randy Hanvelt, Vice Chair	County Board of Supervisors	December 2013
Matt Hawkins	City of Sonora	May 2014
Jack Sauls, Chair	General Public	May 2014
Ron Stearn	City of Sonora	May 2014
Evan Royce, Alternate	County Board of Supervisors	December 2013
Louise Giersch, Alternate	General Public	May 2014
Connie Williams, Alternate	City of Sonora	May 2014

P = Present A = Absent

2013 Attendance Record						
Commissioner	03/11	05/13	06/10	07/08	12/09	Number of Absences
John Gray	P	P	P	P	A	1
Randy Hanvelt	P	P	A	P	P	1
Matt Hawkins	P	A	A	P	P	2
Jack Sauls	P	P	P	P	A	1
Ron Stearn	P	P	P	P	P	-0-



From left: Louise Giersch, Former Assistant Executive Officer Larry Houseberg, Supervisor John Gray, Supervisor Randy Hanvelt, Jack Sauls, Matt Hawkins, and Ron Stearn

HISTORIC PRESERVATION REVIEW COMMISSION

The Tuolumne County Historic Preservation Review Commission (HPRC) is a 9-member body that is comprised of members of the community who, as professionals or lay persons, share the common goal of enhancing, preserving, and protecting Tuolumne County's valuable cultural resources. Members of the Commission, which meets on a monthly basis, are appointed to three-year terms by the Board of Supervisors and are responsible for reviewing and making recommendations on land use development applications for parcels located within the County's Historic and Historic Design Preservation zoning districts.



Chairman Jim Nuzum



**Vice Chair
Terry Brejla**

The Commission serves Tuolumne County as a Certified Local Government (CLG) in a preservation partnership between the National Park Service and State Historic Preservation Office that is focused on promoting historic preservation at the grass roots level. The Commission also serves as an advisory agency for projects located on County-owned property that involve cultural resources, nominates historic structures or features for inclusion in local, State, and National Historic Registers, and applies for various grants to further benefit historic preservation in Tuolumne County.

As a testament to their outstanding leadership, in 2013, the Commission once again reelected Jim Nuzum to serve as its Chairman and Terry Brejla to serve as its Vice Chair. Reba Fuller, the Governmental Affairs and Administrative Specialist with the Tuolumne Band of Me-Wuk Indians, was appointed to the Commission in March and Linda Dick-Bissonnette, the District Cultural Resources Specialist with the Columbia State Historic Park, resigned from the Commission in September. During 2013, Planner Alex Guilbert continued to provide staff support to the Commission and Karen Willenberg served as Commission Secretary for most of the year.

The Commissioners, who availed themselves of myriad training and educational opportunities throughout the year, considered a number of projects during 2013. They included a Conditional Use Permit (CUP) to replace existing cedar bark siding on the historic Confidence Mine Overseer's House, review of the proposed Jamestown Sidewalk project, consideration of a CUP for two mixed use buildings in downtown Jamestown, review of several County projects including skateboard damage protection for the marble wall located at the Sonora Veterans' Hall, installation of new playground equipment and the replacement of siding on the gazebo at the Tuolumne Memorial Hall, and a Community Development Block Grant to assist in the



The "main event" of Keeping Time VI was a tour of the restored Curtin Mansion and her gardens.

construction of the Yosemite Creek Lodge project. The Commission also worked throughout the year on developing the County's photodocumentation requirements

The Commission conducted its sixth annual historic preservation workshop, "Keeping Time VI," which was held in Sonora on June 21st. Speakers included Karana Hattersley-Drayton, Historic Preservation Project Manager for the City of Fresno, the Commission's own Reba Fuller, Barbara Balen, archaeologist and former utilities district manager, and Rachael Snedecor, Executive Director of Livermore Downtown Inc.

Historic Preservation Review Commission Roster

Commissioner	Appointment Date	Reappointment Date(s)	Date Term Expires
Terry Brejla	May 25, 2004	December 18, 2012 December 8, 2009 February 20, 2007	December 31, 2015
Shelly Davis-King	April 1, 1997	January 4, 2011 October 7, 2008 December 14, 2004 January 23, 2001 December 2, 1997	December 31, 2013
Lisa DeHart	May 3, 1994	December 18, 2012 January 5, 2010 February 20, 2007 January 20, 2004 January 23, 2001 December 2, 1997	December 31, 2015
Linda Dick Bissonnette	May 6, 2008	January 17, 2012 January 13, 2009	December 31, 2014
Reba Fuller	February 19, 2013	N/A	December 31, 2015
Sharon Marovich	December 6, 1988	December 13, 2011 February 3, 2009 January 3, 2006 November 26, 2002 February 5, 2001 January 5, 1999	December 31, 2014
Craig Mineweaser	June 10, 2008	December 13, 2011 February 3, 2009	December 31, 2014
Jerry Morrow	April 19, 2011	December 13, 2011	December 31, 2014
Jim Nuzum	July 26, 2005	January 4, 2011 January 8, 2008	December 31, 2013

9 Members – 3-year terms

Authority - Chapter 2.38 of the County Ordinance Code



The Curtin Mansion in its heyday.



The Curtin Mansion in need of loving care.

<u>2013 Attendance Record</u>										
Commissioner	02/04	04/01	05/06	06/03	06/11	07/01	08/05	09/04	12/02	Number of Absences
Terry Brejla	P	P	A	A	A	P	P	P	P	3
Shelly Davis-King	P	P	P	A	P	A	P	A	P	3
Lisa DeHart	P	P	P	A	A	P	A	A	P	3
Linda Dick Bissonnette	P	P	P	P	P	P	P	N/A	N/A	-0-
Reba Fuller	N/A	P	A	A	P	A	P	P	P	3
Sharon Marovich	P	P	P	P	P	P	P	P	P	-0-
Craig Mineweaser	A	P	P	P	P	P	P	A	A	2
Jerry Morrow	P	P	P	P	P	P	P	P	P	-0-
Jim Nuzum	P	P	P	P	P	P	P	P	P	-0-

P = Present A = Absent

Commissioner Reba Fuller was appointed to the Commission in March and Linda Dick-Bissonnette resigned from the Commission in Sept 2013.



***Back row, from left: Vice Chair Terry Brejla and Commissioners Reba Fuller and Shelly Davis-King
Front row, from left: Commissioner Lisa DeHart, Chairman Jim Nuzum, and Commissioner Sharon Marovich
Inserts, from left: Commissioners Jerry Morrow, Craig Mineweaser, and Linda Dick Bissonnette***

HISTORIC PRESERVATION REVIEW COMMISSION DEMOLITION REVIEW COMMITTEE

The Historic Preservation Review Commission's Demolition Review Committee is comprised of three Commissioners who are responsible for reviewing applications for the demolition of structures that are fifty years old or older. In 2013, the Committee considered and approved three applications for Demolition Permits.



The first application was for the demolition of a 4-room motel owned by the Chicken Ranch Band of Me-Wuk Indians. Its location along Highway 108 in Jamestown made it a familiar site to those who had driven by it since its construction in 1959.

The second application was for the demolition of three buildings, including a former coffee shop and auto service garage, located on Main Street in Jamestown. The demolition was to facilitate construction of two 2-story mixed use buildings with retail space on the first floor and five apartments on the second floor.



The third application was for the demolition of a tin roofed wood and cement structure that was not habitable and a dilapidated agricultural shed, most of which had already fallen down, on a wooded site in Soulsbyville.

The Committee's careful consideration of each demolition application includes the review of a number of documents, including photographs of the structures and their surroundings and a description of the applicant's plans for the parcel following the demolition. The demolition process includes documenting the structure prior to its removal,

monitoring its removal, and encouraging the applicants to utilize historic design elements when constructing replacement buildings to retain the historic character of the project site.



Clockwise, from top left: 4-room motel in Jamestown; former coffee shop and auto service garage on Main Street in Jamestown; dilapidated buildings in Soulsbyville; and Members of the Committee: Commissioners Craig Mineweaser and Sharon Marovich, Commission Secretary Karen Willenberg, Vice Chair Terry Brejla, and a happy applicant.

AIRPORT LAND USE COMMISSION



The Tuolumne County Airport Land Use Commission (ALUC) is responsible for reviewing development projects near Tuolumne County's two airports, Columbia Airport and Pine Mountain Lake Airport, for compliance with the Tuolumne County Airport Land Use Compatibility Plan. The Commission consists of seven members, each of whom, in accordance with Section 21670 of the Public Utilities Code, appoints his or her own proxy.

The Commission is comprised of members of the public who are appointed by the Mayor of Sonora, the County Airports Director, and the Board of Supervisors. In 2013, the Commission reelected Richard Collier to serve as its Chairman for a consecutive year.

The Commission conducted two meetings in 2013, during which it considered Building Permit applications for a solar structure and a detached secondary single-family dwelling on parcels located in Columbia and a greenhouse on a parcel located in Pine Mountain Lake Subdivision.



The role of Commission Secretary is held by the Community Resources Director, who has been granted the authority by the Commission, as addressed in the Compatibility Plan, to review and make decisions on many land development applications that are routinely submitted to the Community Resources Agency every year. Deputy CRA Director Mike Laird provided staffing to the Commission in 2013.

The Rim Fire, which started on August 17, 2013, had a tremendous impact on Tuolumne County and its two airports. The fire was attacked and monitored by a small army of aircraft that included Army Blackhawk, Air Guard Pave Hawk, and S-70 Firehawk helicopters, a Predator drone, National Guard C130 Hercules airplanes, and two huge DC-10s, which, because of their size, had to refuel and reload at aerial firefighting bases located outside of the County. Two mobile fire retardant tanks located at Pine Mountain Lake Airport were used for refueling.



Pictured from left: Mike Gustafson, Ron Kopf, Bill Gulick, and Jim Goodrich.

Commissioner	06/06/13	11/07/13	Number of Absences
Richard Collier	A	N/A	1
Jim Goodrich	P	P	-0-
Bill Gulick	P	P	-0-
Mike Gustafson	P	P	-0-
Ron Kopf	N/A	P	-0-
Clark Segerstrom	P	A	1
Edwin Sunday	P	A	1

P = Present A = Absent

In November 2013, Richard Collier resigned from the Commission and Ron Kopf was appointed to the Commission.

<u>Airport Land Use Commission Roster</u>			
Commissioner	Appointed By	Date Term Expires	Proxy
Richard Collier	ALUC Members	05/01/14	Vacant
Jim Goodrich	Airports Director	05/01/14	Vacant
Bill Gulick	Airports Director	05/01/14	Paula Johansen
Clark Segerstrom	Mayor of Sonora	05/01/17	Delbert Rotelli
Ron Kopf	Mayor of Sonora	05/01/14	Vacant
Mike Gustafson	Board of Supervisors	05/01/16	Leon Liebster
Ed Sunday	Board of Supervisors	05/01/14	Vacant



BOARD OF SUPERVISORS PLANNING COMMITTEE



Chairman John Gray

The Board of Supervisors Planning Committee (BOSPC) was formed in 1979 to address policy issues related to land use and development regulations, including amendments to the Tuolumne County General Plan and to the County Ordinance Code. One of its responsibilities is to provide guidance with regard to future growth in a manner that encourages economic growth and promotes the enlightened stewardship of the County's natural resources and rich cultural heritage.

The disbanding of the Columbia Area, Jamestown Area, and Southern Tuolumne County Planning Commissions at the end of June 2013 resulted in a dramatic change to the composition of the Committee. The representatives from each of those bodies were replaced with At-Large members who represent the citizens of Tuolumne County. Jim Nagle, a former Commissioner with the Southern Tuolumne County Planning Commission, was appointed as an At-Large member in July. Mr. Nagle, the only former Commissioner to have applied for one of the At-Large seats, was joined by Mark Banks, of the Tuolumne County Building Industry, and Ron Kopf, of the Tuolumne County Business Council.

Board Of Supervisors Planning Committee Roster for 2013

Member	Representing	Alternate
John Gray, Chairman, District 4	Board of Supervisors	Sherri Brennan, District 2, and Karl Rodefer, District 5
Evan Royce, Vice Chair, District 3	Board of Supervisors	
Mark Banks (new)	At-Large Member, Representing the County of Tuolumne	N/A
Cristine Barsanti (previous)	Columbia Area Planning Commission	Marilyn Fullam
Jim Garaventa	Tuolumne County Planning Commission	Ron Ringen
Ron Kopf (new)	At-Large Member, Representing the County of Tuolumne	N/A
Jim Nagle (previous)	Southern Tuolumne County Planning Commission	Gus Allegri
Jim Nagle (new)	At-Large Member, Representing the County of Tuolumne	N/A
Jim O'Neil (previous)	Jamestown Area Planning Commission	Mary Stevens
Isaac Kight (resigned)	Tuolumne County Planning Commission	Jerry Baker
Bob Steele	Tuolumne County Planning Commission	Jerry Baker

The Board of Supervisors Planning Committee conducted four meetings in 2013, during which it considered the following items:

- ✓ At its meeting of February 21st, the Committee considered the status of the projects listed on its *2012 Work Program*, reviewed its *2013 Work Program*, which was adopted by the Board of Supervisors on February 5th, and considered an ordinance amending Chapter 17.46 of the Tuolumne County Ordinance Code to streamline the requirements for development in the Design Control Combining (D) district by eliminating Design Review Permits, applying design guidelines to discretionary entitlements, and providing for the appointment of Ad Hoc Design Review Committees to prepare design guidelines.

- ✓ During its meeting of March 21st, the Committee considered an ordinance amending Title 17 of the Tuolumne County Ordinance Code to add provisions for cottage food operations, mobile food vendors, and music festivals, modify the existing regulations for obstructions of easements, entertainment within 200 feet of a residential (R) district, and commercial timber harvesting, exempt agricultural land uses from specified provisions for nonconforming land uses, and eliminate the requirement to obtain a Planned Unit Development (PUD) Permit in the Commercial Recreational (C-K) and Mixed Use (M-U) zoning districts.



**Vice Chairman
Evan Royce**

- ✓ At its meeting of August 15th, the Committee considered an ordinance amending Chapters 3.40, 17.04 and 17.62 of the Tuolumne County Ordinance Code and adding a new Chapter 12.06 to update regulations regarding signage and to clarify other provisions in those Chapters.

- ✓ And at its meeting of December 19th, the Committee considered amending the Land Use Element of the Tuolumne County General Plan to incorporate Senate Bill 244 regulations relative to disadvantaged unincorporated communities and amendments to the Fire Protection Section of the Safety Element to address the risk of fire for land classified as State Responsibility Areas and as very high severity zones, as defined in Sections 4102 and 51777, respectively, of the Public Resources Code.



***Standing, from the left: Mark Banks, Jim Nagle, Ron Kopf;
Seated, from left: Bob Steele, Supervisor John Gray, and Jim Garaventa.
Not pictured is Supervisor Evan Royce***

HOUSING LOAN REVIEW COMMITTEE

The Housing Loan Review Committee is staffed by Sheila Shanahan, the Tuolumne County Housing Program Coordinator, and includes Tuolumne County's Chief Building Official, the Community Resources Director, a member of the Board of Supervisors, and members of the public including a Real Estate Broker, a Mortgage Broker, and a housing advocate.

Committee Membership

Supervisor Karl Rodefer

Beetle Barbour

Rick Hoffman

Doug Oliver

Bev Shane

Bob Wilson

The Committee oversees the County's affordable housing programs and is charged with considering and making decisions on loan and grant applications for the

County's First-Time Homebuyer, Owner-Occupied Rehabilitation, and Tenant-Based Rental Assistance Programs.



**Housing Program
Coordinator
Sheila Shanahan**

BOARD OF SUPERVISORS HOUSING POLICY COMMITTEE



Participants at a Committee meeting included, clockwise from bottom right: Ron Kopf, Tuolumne County Business Council, Karen Burkhardt, Association of Realtors, Doreen Schmidt, Area 12 on Aging, Vice Chairman Evan Royce, Chairman Randy Hanvelt, and Housing Coordinator Sheila Shanahan.

The Board of Supervisors Housing Policy Committee serves as an advisory group to the Board of Supervisors regarding new or modifications to existing policies related to County housing programs and regulations.

The Committee is comprised of two members of the Board of Supervisors and is staffed by Tuolumne County Housing Coordinator Sheila Shanahan. In 2013, Supervisor Randy Hanvelt served as the Committee's Chairman and Supervisor Evan Royce served as its Vice Chairman.

The Committee conducted a well-attended *Senior Housing Forum* on February 20th, during which a number of speakers addressed the audience members.

The Committee conducted four meetings in 2013, during the months of March, September, November, and December. During those meetings, the Committee:

- ★ Reviewed and adopted its *Housing Policy Committee 2013 Annual Work Program*;
- ★ Considered a Resolution and Letter in support of the *California Homes and Jobs Act*;
- ★ Considered the Tuolumne County Mobilehome Park Rent Control Resident Survey; and
- ★ Discussed and took action regarding updating the Housing Element of the Tuolumne County General Plan.

BOARD OF SUPERVISORS TRANSPORTATION COMMITTEE

The two-member Board of Supervisors Transportation Committee serves as an advisory group to the Board of Supervisors and is responsible for reviewing, commenting on and recommending new and/or modifications to existing policy related to:

- ✓ Standards for road design and construction, road capacity, traffic modeling, and related drainage facilities;
- ✓ County Service Areas (CSA's) and permanent road divisions (PRD's);
- ✓ Maintained public road system;
- ✓ The Regional Transportation Plan; and
- ✓ The Traffic Mitigation Fee Program.

Supervisor John Gray served as the Committee's Chairman and Supervisor Evan Royce served as its Vice Chairman during 2013. Staff support was provided by Bev Shane, Community Resources Director, Duke York, Deputy CRA Director, and Tanya Allen, Supervising Engineer. Tuolumne County Transportation Council Executive Director Darin Grossi and Scott Clamp, Lt. Commander with the California Highway Patrol, also contributed to the meetings on a regular basis.



The Committee held five meetings in 2013, and considered:

- ★ Entering into agreements for professional services with various firms for services associated with the Draper Mine Road crossing Curtis Creek Bridge, the Algerine-Wards Ferry Road crossing Blanket Creek Bridge and the Lime Kiln Road crossing Curtis Creek Bridge Replacement Projects;
- ★ Sending correspondence to Caltrans in support of Chicken Ranch Rancheria's proposal to construct a new entrance road from State Route 49/108 to the existing Chicken Ranch Casino in Jamestown;
- ★ Adopting a resolution urging the State of California to provide new sustainable funding for transportation infrastructure and supporting the findings of the 2012 California Statewide Local Streets and Roads Needs Assessment, and sending the resolution to the California State Association of Counties (CSAC);
- ★ Authorizing Engineering Staff to prepare and administer federal funding applications for the reconstruction of Dodge Ridge Road, Pinecrest Lake Road, Evergreen Road, and Red Hills Road under the Federal Lands Access Program (FLAP) through the Federal Highway Administration (FHWA);
- ★ Entering into a new agreement for professional services for services associated with the design and environmental review for the Rawhide Road Crossing Woods Creek Bridge Project;



- ★ Accepting the *County of Tuolumne 2012 Pavement Management Update Final Report*, establishing a standard level of condition of 50 PCI or more for roads in the County maintained system, and adopting a matrix to select priorities for future road projects;
- ★ Approving the list of road maintenance projects to be funded using \$891,938 in one-time funding sources;
- ★ Approving the Preston Lane Sidewalk and the Hetch Hetchy Right-of-Way projects; and
- ★ Adopting an ordinance amending Chapter 11 of the Tuolumne County Ordinance Code to add and clarify definitions and modify the basic road design and construction standards to provide more flexibility for development projects to comply with the fire safety regulations of Public Resources Code Section 4290.

BOARD OF SUPERVISORS SOLID WASTE COMMITTEE

Board of Supervisors Solid Waste Committee

Member	Representing
Sherri Brennan	Board of Supervisors
John Gray	Board of Supervisors
Connie Williams	City of Sonora

The Board of Supervisors Solid Waste Committee serves as an advisory group to the Board of Supervisors and is responsible for reviewing, commenting on and recommending new and/or modifications to existing policy related to the Solid Waste collection, management and disposal systems within the County. Supervisors Sherri Brennan and John Gray served as the Committee's Chair and Vice Chair, respectively, and Connie Williams was reappointed to

represent the City of Sonora, with City Administrator Tim Miller serving as its Alternate member.

The Committee is responsible for considering policy issues such as the makeup of franchise hauler service areas, the location and nature of disposal facilities, collection systems, methods to maximize recycling of waste, and means of funding the overall solid waste system.

The Committee also serves as the Local Task Force in compliance with Public Resources Code Section 40950 for which it provides a 5-year waste and recycling system plan review



The Committee conducted four meetings in 2013, during it which it considered:

- ✓ Amending several franchise agreements;
- ✓ Options for operating the Big Oak Flat Transfer Station;
- ✓ Amending several agreements for professional services;
- ✓ Options for repairs to the pavement at the Pinecrest Transfer Station and temporary fee increases at either the Cal Sierra Transfer Station or the Pinecrest Transfer Station to fund the repairs;
- ✓ Modifying the rates at the Big Oak Flat Transfer Station; and
- ✓ Establishing new rates for collection of solid waste for Cal Sierra Disposal Inc., Burns Refuse Service, and Moore Bros. Scavenger Co., Inc.

